

NORTHWEST MOBILIZATION GUIDE

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21 - ORDERING CHANNELS/COST CODING

21.2 INCIDENT RELATED ORDERING

21.2.1 ELECTRONIC MAIL PROCEDURES (.MOB) (Refer to NMG 21.2.1 for .MOB procedures and sample messages relating to various resources and methods of travel.)
The NMG generally speaks to resource movement across geographic area boundaries and places the responsibility of keeping track of the ORIGINAL ORDER NUMBER with the Geographic Area Coordination Center(GACC).

"ORIGINAL ORDER NUMBER" is FIRST ASSIGNMENT and SHOULD ALWAYS BE A PART OF EVERY .MOB message. (This holds true whether the resource is mobilized from within a Geographic Area initially, or whether the resource came to a Northwest incident from outside the Northwest Area.)

When a resource is MOBILIZED FOR AN INITIAL ASSIGNMENT, the ORIGINAL ORDER NUMBER is the SUBJECT of the .MOB message:

TO: RECEIVING UNIT (NWC in this case)
CC: NICC (in this case)
BC: SENDING UNIT
SUBJECT: OR-WWF-176, OVERHEAD, MOB

OR-WWF-176, OVERHEAD, MOB
O-265/UT-SLD/BRAD JONES/SLC
ETD SLC 8-12 0640 NW 1590
ETA PDT 8-12 0825 QX 1660

If a resource is REASSIGNED TO ANOTHER INCIDENT WITHIN THE NORTHWEST AREA, the REASSIGNMENT ORDER NUMBER is now the SUBJECT. the ORIGINAL ORDER NUMBER becomes If the FIRST LINE of the .MOB message:

TO: RECEIVING UNIT
CC: NWC (in this case)
BC: SENDING UNIT
SUBJECT: OR-EUD-235, OVERHEAD, MOB

NW AREA ORIGINAL ORDER NUMBER: OR-WWF-176, O-265

OR-WWF-176, OVERHEAD, MOB
O-154/UT-SLD/BRAD JONES/SLC
ETD PDT 8-23 0640 QX 2370
ETA EUG 8-23 0825 QX 1876

If a resource is REASSIGNED TO ANOTHER GEOGRAPHIC AREA,

the REASSIGNMENT ORDER NUMBER is now the SUBJECT and becomes the ORIGINAL ORDER NUMBER for that Geographic

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Area. The ORIGINAL ORDER NUMBER from the sending GACC is the FIRST LINE of the .MOB message (which becomes obsolete at this point):

TO: NWC (NWC will forward message to SWCC
and CC to NICC)
BC: SENDING UNIT

SUBJECT: AZ-CNF-635, OVERHEAD, MOB

NW AREA ORIGINAL ORDER NUMBER: OR-WWF-176,
O-265

OR-WWF-176, OVERHEAD, MOB
O-555/UT-SLD/BRAD JONES/SLC
ETD PDT 8-23 0640 QX 2370
ETA TUS 8-23 1220 WN 1876

If this resource DEMOBS TO IT'S HOME UNIT, i.e. Eastern Basin Geographic Area (EBCC) from the Northwest Area (NWC), the SENDING UNIT'S INCIDENT ORDER NUMBER is the SUBJECT and the ORIGINAL ORDER NUMBER within the Geographic Area is the FIRST LINE of the .MOB message:

TO: NWC (will forward message to EBCC and CC
NICC)
BC: SENDING UNIT

SUBJECT: OR-EUD-235, OVERHEAD, DEMOB

NW AREA ORIGINAL ORDER NUMBER: OR-WWF-176,
O-265

OR-WWF-176, OVERHEAD, MOB
O-154/UT-SLD/BRAD JONES/SLC
ETD EUG 8-30 1635 UA 3608
ETA SLC 8-30 1950 UA 2510

SPECIFIC 21.2.2

EXPANDED DISPATCH EMAIL ADDRESSING/COMMUNICATIONS

TO THE NORTHWEST AREA

Dispatch Units hosting Large/Multiple Incidents frequently set up an Expanded Dispatch operation. When this occurs, an Unique address for the Expanded should be established and forwarded to the NWC and to all dispatch/Expanded Units within the Northwest Area.

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In general, messages should be addressed as follows:

MOBILIZATION of resources to incidents WITHIN THE NORTHWEST AREA:

TO: INCIDENT UNIT or "EXPANDED DISPATCH" ADDRESS
CC: NWC (If resource is mobilized through NWC,
otherwise communicate through the "Neighborhood"
concept)
BC: SENDING UNIT

MOBILIZATION of resources to incidents OUTSIDE THE NORTHWEST AREA:

TO: NWC (NWC WILL FORWARD TO RECEIVING GACC AND
NICC)
BC: SENDING UNIT

DEMOB of resources OBTAINED FROM WITHIN THE NORTHWEST AREA should be .DEMOB direct to their Home Unit as follows:

If obtained through the "Neighborhood" concept:

TO: HOME UNIT
BC: SENDING UNIT

If obtained through the NWC, or reassigned from an incident within the Northwest Area:

TO: HOME UNIT
CC: NWC
BC: SENDING UNIT

DEMOB of resources OBTAINED FROM OUTSIDE the Northwest Area:

TO: NWC (The NWC will forward DEMOB)
TO: Appropriate Geographic Area Coord. Center,
and CC: NICC
BC: SENDING UNIT

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21.2.3

NORTHWEST AREA NEIGHBORHOOD CONCEPT

Unit's may place orders for initial attack or reinforcement items **to support an incident on their own unit** from adjoining/neighboring Units. Crews, individual overhead, engines, helicopters, light aircraft, and other similar resources may be requested from their adjoining cooperating Units. (Refer to adjoining Unit's Mobilization Guides for available resources.) Should Shared Resources be mobilized under this arrangement, notification to NWC via electronic mail as to number and type of resource(s) is required. Orders may be placed according to the "neighborhood" concept as follows:

<u>UNIT</u>	<u>MAY ORDER FROM</u>
<u>BIC</u> (Host for <u>BUD</u> , <u>MAR</u> , <u>BFZ</u>)	COC, LFC, MAF, VAD, 95S
<u>COC</u> (Host for <u>DEF</u> , <u>OCF</u> , <u>PRD</u> , <u>95S- Prineville/Sisters Unit</u>)	BIC, EIC, KFC, LFC, WSA, MAF, UPF, 99S
<u>CWC</u> (Host for <u>WEF</u> , <u>SES</u> , <u>CBR</u>)	PSC, COA, SPA, YAA, NES, COF, GPF, OKF, SPD, LRP, CBR, PIC, (Pomeroy & Walla Walla District ONLY)
<u>EIC</u> (Host for <u>EUD</u> , <u>WIF</u>)	COC, WSA, CBD, ROD, SAD, MHF, SUF, UPF, 55S, 59S, 75S, 77S, 78S, *ORS-Contract Crews
<u>GPC</u> (Host for <u>SIF</u> , <u>OCF</u> , <u>71S-Grants Pass Unit</u>)	CBD, MED, ROD, RRF, SUF, UPF 71S-Medford Unit, 74S, OCP
<u>KFC</u> (Host for <u>WNF</u> , <u>CLP</u> , <u>98S-Klamath Falls Unit</u>)	COC, LFC, MED, RRF, UPF, 99S, CA-KNF and CA-MDF IA Agreement
<u>LFC</u> (Host for <u>FRF</u> , <u>LAD</u> , <u>SHR</u> , <u>98S-Lakeview Unit</u>)	BIC, COC, KFC, 99S, CA-MDF CA-NOD, NV-WID IA Agreement
<u>NOC</u> (Host for <u>WWF</u> , <u>97S-Baker</u> , <u>LaGrande</u> , <u>and Wallowa Units</u>)	VAD, MAF, PIC, 95S, 97S (Pendleton Unit), R-1/R-4/R-6 Tri-Region Agreement

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<u>PIC</u>	(Host for <u>UMA</u> , <u>UMF MCR</u> , <u>WMP</u> <u>97S (Pendleton Unit)</u> <u>SES (Blue Mtn. Area Only)</u>	NOC, VAD, MAF, SES, UMA, R-1/Grangeville, 97S, CWC (Pomeroy & Walla Walla Districts ONLY)
<u>PSC</u>	(Host for <u>OPA</u> , <u>PSA</u> , <u>MSF</u> , <u>OLF</u> <u>KGP</u> , <u>MRP</u> , <u>NCP</u> , <u>OLP</u> <u>PNP</u> , <u>SJP</u> , <u>COR</u> , <u>DNR</u> , <u>FLR</u> , <u>PRR</u> , <u>QLR</u> , <u>SNR</u> , <u>QNT</u>	CWC, GPF, OKF, CES, NWS, OLS, SPS, YAA
<u>COA</u>		CWC, NIA, SPA, YAA, COF, OKF, SPD, TBR, NES
<u>SIA</u>		SUF, 55S
<u>SPA</u>		CWC, COA, NIA, YAA, SPD, COF, OKF, NES
<u>UMA</u>		ORS HAS PROTECTION RESPONSIBILITY
<u>WSA</u>		COC, EIC, MHF, 95S
<u>YAA</u>		PSC, CWC, COA, SPA, SPD, GPF
<u>CBD</u>		EIC, GPC, MED, ROD, SUF, UPF, 71S, 74S, 73S, 78S
<u>MED</u>		GPC, CBD, KFC, ROD, RRF, UPF, 71S, 73S, 98S
<u>ROD</u>		EIC, GPC, CBD, MED, RRF, SUF, UPF, 71S, 74S, 75S, 77S, 78S
<u>SAD</u>		EIC, MHF, SUF, 51S, 52S, 53S, 55S 59S, 78S, *ORS-Contact Crews
<u>SPD</u>		CWC, COA, SPA, YAA, COF, LRP, CBR, TBR, NES
<u>VAD</u>		BIC, NOC, MAF, PIC, 97S, ID-BDC, ID-PAF, ID-NPF, NV-WID IA AGREEMENT
<u>COF</u>	(Host for <u>LRP</u> , TBR)	CWC, COA, OKF, SPA, SPD TBR, NES
<u>GPF</u>	(Host for <u>FCP</u> , <u>FVP</u>)	CWC, PSC, YAA, MHF, SUF, CES, SPS, SWS
<u>MAF</u>	(Host for <u>JDP</u>)	BIC, COC, NOC, VAD, PIC, 95S

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<u>MHF</u> (Host for <u>CGF</u>)	EIC, WSA, SAD, GPF, SUF, 59S, 95S (The Dalles Unit) *ORS-Contract Crews
<u>OKF</u>	CWC, PSC, COA, COF, NES
<u>RRF</u>	GPC, KFC, MED, ROD, UPF, 71S, CA-KNF IA agreement
<u>SUF</u> (Host for <u>GRT</u>)	EIC, GPC, SIA, CBD, SAD, GPF, MHF, 51S, 52S, 53S, 55S, 74S, 78S, *ORS-Contract Crews
<u>UPF</u>	COC, EIC, GPC, KFC, CBD, MED, ROD, RRF, 71S, 74S, 75S, 77

***For Contract Crews Only - Refer to NWC 22.3.4**

THIS AUTHORITY MAY BE SUSPENDED BY THE NWC EMERGENCY OPERATIONS MANAGER WHEN JUDGMENT DICTATES THE FIRE COMPLEXITY BEGINS TO AFFECT THE TOTAL RESOURCE NEEDS.

1. When a Unit is unable to obtain sufficient resources to support an incident on their own Unit, or from their neighboring Units, the order will be placed with the Northwest Coordination Center; **EXCEPT THAT STATE UNITS WILL PLACE ORDER WITH RESPECTIVE HEADQUARTERS' OFFICE**
2. Local operating plans with cooperating units should address who will place/receive orders for support.

21.2.4 **USDI/BIA ORDERING CHANNELS (PORTLAND AREA JURISDICTION)**
Washington and Oregon Agencies will follow the ordering channels established by the NICC through the Northwest Interagency Coordination Center.

The Fort Hall Agency ordering channel is through the Eastern Great Basin Coordination Center for extended attack.

The Northern Idaho Agency ordering channel is through the Idaho-Panhandle National Forest for initial attack resources and through the Northern Rocky Mountain Coordination Center for extended attack.

The Flathead Agency ordering channel is through the Southwest Montana Interagency Dispatch Center for initial attack assistance and the Northern Rocky Mountain Coordination Center for extended attack.

21.4 **INCIDENT COST CODING** (Refer to NMG 21.4 and to Specific

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AgencyManuals/Handbooks for additional direction.)

21.4.1 **USDI/BLM - ASSIGNING ASSIST FIRE NUMBERS** - The following procedures will be followed for assigning assist fire numbers to avoid duplication and to complete fire reports.

When a District provides fire suppression assistance as outlined in NWC 21.2.2, the District should contact the District within whose administrative boundaries the fire lies, regardless of fire protection boundaries, and request an assist fire number. Communication of assigned fire numbers between Districts and the NWC should be relayed as soon as possible.

For Resource Requests outside of NWC 21.2.2, NWC will contact the District within whose administrative boundaries the fire is located and request the District assign an assist fire number. This number will then be passed along, with the Resource Order, for use by NICC and other BLM Districts.

21.4.3 **USDI/NPS - HOST FOREST ASSIGNMENT OF "P" NUMBERS** - Host Unit Forests will be responsible for assigning a "P" Number for NPS incident units.

21.4.5 **USDA/USFS - DETERMINING INCIDENT PROJECT NUMBER Refer to FSH 6509.11K SECTION 55.4 AND THE FOLLOWING R6 SUPPLEMENTAL DIRECTION.**

"FIRE FOREST" CONCEPT - All Forest Service fire billings will be handled in accordance with Forest Service Handbook/Manual direction and Cooperative Agreements.

REFER TO: FSH 6509.11K SECTIONS 33.5

The Forest Service will seek reimbursement for all cooperative fire suppression work rendered to others UNLESS an agreement exists which precludes reimbursement.

Billing for services should follow existing billing procedures using the "Fire Forest" concept. The Fire Forest may or may not be the Forest receiving the request for services.

In most cases, there is no question which Forest is responsible for coordinating fire billings. For example, when retardant costs are incurred by another Forest and the Fire Forest does not assign the fire project number or incur other costs. Fire Management and B&F staffs need to be aware of the potential need for a consolidated billing even though you (as the Fire Forest) did not incur any costs on the incident.

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Forests hosting Shared Resources will send the "Fire Forest" a copy of the Resource Order as soon as the Order is completed with estimated costs.

Following are the Oregon Department of Forestry Districts and Washington Department of Natural Resources Regions which identify the "Fire Forest" responsible for fire billings.

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OREGON STATE DEPARTMENT OF FORESTRY

AREA / DISTRICT / UNIT

FIRE FOREST

NORTHWEST OREGON AREA (FOREST GROVE)

51S - <u>Tillamook District</u>	Siuslaw NF
52S - <u>Astoria District</u>	Siuslaw NF
53S - <u>Forest Grove District</u> Columbia City Unit	Siuslaw NF
55S - <u>West Oregon District</u>	Siuslaw NF
59S - <u>Clackamas-Marion District</u>	Mt. Hood NF (Except portion adjacent to Willamette NF)

SOUTHERN OREGON AREA (ROSEBURG)

71S - <u>Southwest Oregon District</u> Medford Unit Grants Pass Unit	Rogue River NF Siskiyou NF Siskiyou NF
74S - <u>Coos District (FPA)</u>	Umpqua NF
75S - <u>Douglas District (FPA)</u>	Willamette NF
77S - <u>Eastern Lane District</u>	Siuslaw NF
78S - <u>Western Lane District</u>	

EASTERN OREGON AREA (PRINEVILLE)

95S - <u>Central Oregon District</u> John Day Unit Prineville Unit Sisters Unit The Dalles Unit	Malheur NF Ochoco NF Deschutes NF Mt. Hood NF
97S - <u>Northeast Oregon District</u> LaGrande Unit Wallowa Unit Pendleton Unit Baker Unit	Wallowa-Whitman NF Wallowa-Whitman NF Umatilla NF Wallowa-Whitman NF
98S - <u>Klamath Lake District</u> Klamath Falls Unit Lakeview Unit	Winema NF Fremont NF
99S - <u>Walker Range District</u>	Deschutes NF

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WASHINGTON DEPARTMENT OF NATURAL RESOURCES

<u>REGION</u>	<u>LOCATION</u>	<u>FIRE FOREST</u>
CES - Central	Centralia	Gifford Pinchot NF
NES - Northeast	Colville	Okanogan NF
NWS - Northwest	Sedro Wooley	Mt. Baker-Snoqualmie NF
OLS - Olympic	Forks	Olympic NF
SES - Southeast	Ellensburg	Wenatchee
SPS - South Puget	Enumclaw	Mt. Baker-Snoqualmie NF
SWS - Southwest	Castle Rock	Gifford Pinchot NF
WAS - State Headquarters	Olympia	

21.5 NEEDS LIST GUIDELINES. The Overhead Needs List **MAY BE** utilized as a tool to inquire of the units as to **AVAILABILITY OF PERSONNEL TO FILL CRITICAL OVERHEAD POSITIONS** during times of apparent shortages.

PROCEDURES

Northwest Coordination Center will issue a Needs List, by position, of "outstanding" Overhead Resource Requests.

Once this List is generated, it will be updated as requests are filled and continue until the situation relents to the point that **"BUSINESS AS USUAL"** may resume.

When a Unit identifies a position they are reasonably certain they can fill, they are to first call the Northwest Coordination Center and confirm that the request is still valid. At that time, the Coordination Center may pass the Resource Order to that Unit.

21.6 OVERHEAD AVAILABILITY LISTS

At Northwest Preparedness Levels IV and V, field units will provide the NWC a "Daily Availability List" of Overhead, by Position, which are available for mobilization. This listing may be requested by the NWC Emergency Operations Manager at other Preparedness Levels dependent upon critical needs.

When this occurs, the list will be provided electronically to the NWC by 1000 hours daily and updated as significant revisions occur.

The suggested format for the list should be indicative of each available person having a one-line mnemonics summary of all positions for which they are qualified, trainees will be listed with a (T) behind the position and Asterisks (**) for the position needing an currency assignment.

Examples: Name (Optional), HEB1(T)-**HEMG**-HECM

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22 - OVERHEAD/CREWS

22.1 MOBILIZATION

Sending Units will ensure that all personnel mobilized have:

1. Copy of completed Resource Order (Refer to NMG 28.1)
2. Four Copies of Passenger/Cargo Manifest (SF 245) (Refer to NMG 22.3 and 28.3) Use of the Manifest is only required for Crews and Type 1/2 Overhead Team Personnel, regardless of transportation method.
3. All personnel transported by aircraft; except on commercial airlines, will be documented on the Form "**Aircraft Flight Request/Schedule**" (Refer to NMG 28.4, EXHIBIT 4)
4. Form(s) OF-288 - Emergency Firefighter Time Report
5. Lunches or Double Lunches, as appropriate

WORK/REST, LENGTH OF COMMITMENT, AND REST AND RECUPERATION: Refer to NMG 13, NWC 13, and to the Interagency Incident Business Management Handbook, NFES 2160, entire Section 12.7.

22.1.1 REDMOND MOBILIZATION CENTER

Redmond Mob Center is activated by the Emergency Operations Manager (NWC) and the Redmond Air Center for Northwest Area incident support.

When the Mob Center is activated the RAC Manager will staff the center (RAC Mob Center Guide), according to the Mob Center Operating Plan.

Logistics Sections Chiefs on the IMT's headed to the center for staging will contact the RAC Mob Center at the listed numbers prior to arrival, to determine the level of Mob Center involvement needed to support the IMT's during staging. All other resources (other than IMT's) will be handled thru the normal channels.

Contracts: Staging Area Manager or Support Dispatcher
541-504-7300 or 541-504-7301

22.2 DEMOBILIZATION Dispatchers will work closely with Planning, Logistics, and the Northwest Coordination Center in planning for the orderly return of resources.

The NWC Emergency Operations Manager, Unit Dispatchers, and Incident Plans and Logistics personnel all have responsibility for maintaining records and in planning demobilization.

A demobilization plan will be prepared and forward to the NWC Emergency Operations Manager for concurrence 24 hours prior to the release of resources which were originally ordered through the Northwest Coordination Center.

1. Time of Release. Plans should alert the incident Unit Dispatcher sufficiently ahead of release to allow planning to be accomplished.

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2. ADO Payment. ADO Teams should be requested where crews or individuals require payment before they arrive home.
3. Mobilization Center. An off-incident location at which emergency service personnel and equipment are temporarily located pending assignment, release or reassignment.
4. Transportation. Sufficient lead time is necessary to arrange for transportation to be at the departure point when crews or personnel arrive for departure.
5. Meals. Lunches or double lunches should be provided by the incidents when personnel will be traveling by charter or contracted aircraft.
6. Communications. It is important that the Home Unit Dispatcher receive notice of ETA of returning personnel in sufficient time to arrange for their arrival and to assist with transportation home or to meet flight connections for continuation of trip.
7. Records. Dispatch Records at the Incident, Unit Headquarters and Northwest Coordination Center need to be cleared as personnel and equipment are returned.

Dispatchers should arrange to have representatives at all departure and arrival points such as air terminals, etc. The duties of the representative are to check personnel and equipment in and out, manifest and keep dispatchers informed of ETD/ATD/ETA or other pertinent information. They should be knowledgeable in the use of Purchase Orders, Government Transportation Requests, Manifesting, and in verifying Agency Daily Flight Invoices for Charter aircraft.

22.2.1 DEMOBILIZATION - LARGE/MULTIPLE INCIDENTS (NORTHWEST AREA)

DURING PERIODS OF LARGE/MULTIPLE INCIDENTS, DEMOBILIZATION OF RESOURCES FROM INCIDENTS OCCURRING WITHIN THE NW AREA MAY BE HANDLED IN THE FOLLOWING MANNER: (WHEN THE LEVEL OF ACTIVITY INSIDE/OUTSIDE THE NW AREA REACHES A POINT WHERE THERE IS GREATER COMPETITION FOR RESOURCES, OR A NEED FOR PLANNING REASSIGNMENTS, THIS AUTHORITY MAY BE RESCINDED OR MODIFIED BY THE NWC EMERGENCY OPERATIONS MANAGER.)

1. Resources obtained from within the Northwest Area, either through the "neighborhood" concept or through NWC, MAY BE DEMOBILIZED DIRECTLY TO HOME UNITS (all Agencies) by phone and/or electronic mail.
2. Resources ORDERED THROUGH NWC, OR THOSE REASSIGNED TO AN INCIDENT FROM A PRIOR INCIDENT, will require notification of release by phone or electronic "cc" to NWC.
3. Resources OBTAINED FROM OUTSIDE THE NW AREA will be demobilized through NWC.

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4. Resources should be scheduled to arrive at their final destination NO LATER THAN 2200 HRS. Particular attention should be given to those resources who were hired through "AD" process to be certain there is sufficient time prior to 2200 hrs. for processing payments at the home units.
5. Transportation of demobilized resources will conform to the same standards as set forth in NWC 22.1
6. Incident Host Units may secure transportation from local source or negotiate with Home Units to provide transportation, including charter aircraft.
7. FLIGHT FOLLOWING WILL BE THE RESPONSIBILITY OF THE INCIDENT AND UNIT PROCURING AIRCRAFT (SENDING UNIT). When the Incident Unit has passed "Actual Time of Departure" to Home Units, it is the responsibility of the Sending Unit to be certain aircraft has arrived.

Any SIGNIFICANT DELAYS in arrivals/departures should be relayed to next Home Unit receiving demobilized resources to KEEP THE FLIGHT PLAN CURRENT. It is not necessary to confirm arrivals with the Incident Unit.

8. Standard Flight Following Procedures will apply as directed by the NMG 24 and NWC 24 for resources obtained from outside the NW Area through NWC.

22.3 CREWS

22.3.1 CREW IDENTIFICATION

Crews WILL BE **IDENTIFIED** for dispatch purposes and for use at fire camp. **IT IS THE RESPONSIBILITY OF THE SENDING UNIT TO PROVIDE CREW IDENTIFICATION.**

TYPE 1 CREWS -These crews are identified by Crew Name; i.e., WARM SPRINGS IHC.

TYPE 2 CREWS - (**NORTHWEST REGULARS**) that are assembled on the Unit from regular employees and those hired through the "AD" process, will carry Unit Name, Type Designator (NWR), and Number; i.e., OLF NWR #1, SAD NWR #7, COA NWR #6. Units will NUMBER their NWR crews starting with number one (#1) and continue on using consecutive numbers throughout the year.

TYPE 2 Initial Attack CREWS - T2 (IA) crews can be broken into squads to conduct initial attack, fireline construction and firing including burnout operations.

JOB CORPS CREWS will use Unit three-letter identification, Type Designator (JCC), and Number as:

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MHF JCC #3.

OTHER ORGANIZED CREWS such as Snake River Valley, will use Unit three-letter identification, Type Designator, and Number as: VAD SRV #5, etc.

CONTRACT CREWS such as Interagency Contracted Crews will use Vendor Name and Identification Number, i.e., John Doe Reforestation #3.

22.3.2 **JOB CORPS CREWS (JCC)**

Job Corps Centers may plan to organize and train fire crews. The maximum crew size should not exceed 20 people, including liaison and crew boss. Generally, Job Corps Crews will be used on fires as complete units in line construction work. Exceptions to this may be made when there are opportunities to benefit both the Job Corps Crew and the fire organization as determined by consultation of the Liaison Officer and the Incident Commander.

Job Corp Centers may also be able to provide Kitchen Crews to assist with camp services; however, when National Caterers are mobilized to incidents, it is the responsibility of the Contractor to furnish Kitchen Crews.

Except when the crew is moved by aircraft or by other special transport, they will come equipped with their own tools. Job Corps Crews will travel as self-sufficient units ready to function without additional overhead. Accompanying overhead will be familiar with Job Corps policy and procedure and will have worked with the crew in training.

Dispatching of Job Corps Crews will be done by the Host Unit Dispatcher with notice to the Northwest Coordination Center. Dispatching of crews off the host Unit will be through the Northwest Center as with other Northwest Area crew resources.

22.3.3 **SNAKE RIVER VALLEY (SRV) CREWS**

SRV crews are assembled on an "as available", rotation basis. They are available for use on a National basis as the need arises.

Hire and Pay - The "point of hire" for the SRV crews is Vale, OR. The crewmembers are paid hourly rates according to position performed. The Vale District processes AD payment to crews upon their return to the District.

Pay status begins when the crews are assembled and ready to depart from the Employment Office. Crews are paid for travel time. If crews are mobilized and later canceled, the crew is paid a minimum of two (2) hours, or the

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duration of mobilization (to the nearest 30 minutes) whichever is greater.

Upon arrival at the incident, the crew will earn a minimum of eight (8) hours per calendar day (this does not pertain to first and last day).

Mobilization - All requests for SRV Crews will be made to NWC except for Units covered under the "neighborhood concept" or other Units having a written Initial Attack Agreement with the Vale District.

Demobilization - **TIMELY NOTIFICATION OF RELEASE IS IMPERATIVE.** Bus driver duty hours (based on CDL Regulations) need to be considered prior to crews= release from the incident. **BUS DRIVERS CANNOT EXCEED DRIVING LIMITATIONS** upon return travel to Vale. **R.O.N. (Rest Over Night) arrangements must be made by the incident prior to departure** if travel time will exceed driver=s restrictions. Vale Dispatch will need to be notified of these arrangements.

1. Crew Transportation: Vale Dispatch will hire busses from the National Emergency Equipment Rental Agreement following the procedures, payment provisions and direction as set forth in the Interagency Incident Business Management Handbook, Chapter 20.
2. Normally, SRV crews will be dispatched with a Crew Representative (CREP) for each crew. During periods of CREP shortages, Vale District will determine CREP needs. If SRV crews are mobilized with one (1) CREP for every two (2) crews, crews will not be separated at the incident.
3. The Vale District may provide one qualified Interagency Resource Representative (IARR) with every four (4) crews requested. The IARR will be responsible for all SRV crews on the incident. This person is made available as a key contact for logistics between overhead, crews, bus drivers, and the Vale District.

22.3.4 INTERAGENCY CONTRACT CREWS

Priority for mobilizing crews is based on cost-effective, closest-forces concepts. The use of federal and cooperator crews normally is first option for crew utilization.

The Northwest Area Interagency Contract for Crews is a State of Oregon Contract issued in conjunction with cooperating Federal and State agencies under the jurisdiction of the Pacific Northwest Wildfire

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Coordinating Group (PNWCG).

The procedures for mobilizing contract crews are based on "cost effectiveness, closest-forces, and neighborhood" concepts used in the northwest. To facilitate dispatch coordination and statusing of crews, a "Host Unit" will be identified for each of the crews on the Crew Contact Summary List. The summary will provide Contractor's Name, Address, Telephone Number(s), Bid Price, and Location of each 20-person crew. All Federal and State Dispatch Units will be provided a copy of the current Interagency Contract.

"Host Units" are the only Dispatch Offices in the Northwest Area authorized to place Resource Orders directly to a crew contractor. As such, "Host Units" will be responsible for dispatching and reporting the status/availability of contract crews within their sub-geographic area. ("Host Units" will be identified following contract awards.) Reporting crew status (available and committed) will be done on the Daily Situation Report.

PROCESS FOR ORDERING INTERAGENCY CONTRACT CREWS:

LOCAL MOBILIZATION

1. If a Federal Dispatch Unit has crew needs in excess of their capability, the Dispatch Unit will place Resource Order for additional Crew(s) to Neighboring Dispatch Unit(s). The "neighborhood concept" includes the "Host Unit(s)" for contract crews within their area. (Refer to NWC 21.2.3)
2. If no crews are available within their neighborhood, the Resource Order Request(s) will be placed with the NWC; however, reference to NW Area and State Mobilization Guides should be used as applicable.

NORTHWEST AREA MOBILIZATION

1. When a Resource Order for a crew(s) is received at the NWC, the request will be placed with the closest unit to the incident (outside the neighborhood) of the ordering unit.
2. If the unit receiving the request from the NWC is a "Host Unit" for contract crews, they may fill the request(s) with contract crew(s).

OUT-OF-AREA MOBILIZATION

1. When a Resource Order for a crew(s) is received at the NWC, the request(s) will be placed with the unit closest to the incident, or to the "point of mobilization" (the "jetport" if the crew(s) are being transported by aircraft).

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2. If the unit receiving the request from the NWC is a "Host Unit" for contract crews, they may fill the request(s) with contract crew(s).
3. State of Oregon and Washington can mobilize crews out of Area through the Northwest Compact. ORS and Was are required to inform NWC and the HOST Unit of these actions.

DOCUMENTATION AND OTHER GENERAL RECOMMENDATIONS

1. Dispatch Units will place Resource Orders with the most cost-effective contractor within their local area. If there is no telephone response (or no acceptance) from the most cost-effective contractor, **DOCUMENT COMMUNICATION ON RESOURCE ORDER** and contact the next most cost-effective contractor. Continue process **WITH DOCUMENTATION** until order is filled.
2. **IT IS RECOMMENDED THAT AN IACR BE ORDERED WHEN UTILIZING CONTRACT (CREW/ENGINE/TENDER) RESOURCES.** (Refer to NWC 22.20 for dispatching Interagency Contract Representatives and to NWC 69.15 for a list of Qualified/Trainee IACR's.)

22.3.5 STATE INMATE CREWS

The States of Oregon and Washington have inmate crews available for firefighting. The crews may be obtained thru the local State dispatch office, under the "neighborhood" concept, (Refer to NWC 21.2.3) (Note - the Oregon inmate crews may not leave their respective "home" District without the order being placed with the Salem Coordination Center.) Requests for crews outside the neighborhood concept will be placed thru NWC; who will relay the order to the appropriate State (ORS Salem Coordination Center or WAS State Headquarters Fire Control, Olympia).

These crews are configured as 10-person crews; therefore to obtain 20 people, two 10-person crews need to be ordered. Oregon inmate crews can not leave the state, but Washington inmate crews can be utilized outside the state of Washington, with WAS approval.

Inmate crews come with a State crew supervisor, a State corrections officer, tools, power saws, and their own transportation. Washington inmate crews also come with one liaison for each non-local dispatch of multiple crews. Refer to the appropriate State fire mobilization guide for further information, and NWC 61.3 for crew locations.

22.3.6 INTERAGENCY RESOURCE REPRESENTATIVE (IARR)

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(Refer to NMG 22.3 and to NWC 69.14 for list of IARR's.)

22.4 SMOKEJUMPERS (SMKJ)

Region 6 operates two Smokejumper Bases. The Redmond (Oregon) base will have approximately 35 smokejumpers with two aircraft and the North Cascades (Washington) base will have approximately 20 smokejumpers with one aircraft.

Requests for smokejumpers will be made through the Central Oregon Dispatcher and the Okanogan Forest Dispatcher respectively. (Refer to NWC 28.13 - Northwest Area Smokejumper Dispatch Guide Map, **EXHIBIT 13.**) Requests that cannot be filled through Host Dispatcher need to be placed with Northwest Coordination Center. During critical resource shortages, Smokejumper bases may be instructed to coordinate dispatch of jumpers with the Northwest Coordination Center. Smokejumpers are assigned to the user Unit until released.

As jumpers are dispatched, Host Unit Dispatchers will inform dependent Units, Cooperators and the Northwest Center of status. All movement of smokejumpers between bases will be coordinated through the Northwest Coordination Center.

ORDERING SMOKEJUMPERS

Requests for smokejumpers will be placed in one of two formats, either as "initial attack" resource orders placed via a Smokejumper Initial Attack Resource Order or as "booster crews", placed on an Overhead Resource Order.

When submitting an "initial attack" request for smokejumpers, utilize the Smokejumper Initial Attack Resource Order, (Refer to NWC 28.14, **EXHIBIT 14.**) The information requested on the Smokejumper Initial Attack Resource Order form is critical to facilitate timely and efficient smokejumper response to an incident. Although each block supplies helpful and important information, blocks 1-15 are needed, as a minimum. Accurate, complete requests assist in a timely response.

When placing an order for smokejumper booster crews, the primary or satellite bases within the Region will consult with the Northwest Coordination Center and determine the need to order boosters on an overhead resource order.

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REQUESTING SMOKEJUMPER STANDBY

Requests for smokejumper standby outside of normal staffing hours will be made directly to Central Oregon Dispatch and Okanogan Dispatch and documented on an Overhead Resource Order. The number of jumpers requested to standby and the hours to be covered must be included in the order. Smokejumpers in overtime status will be released from duty as soon as possible, depending on daylight, available aircraft and present fire situation.

AFTER-HOURS REQUESTS FOR INITIAL ATTACK

Smokejumper requests may be placed after normal working hours. If a jump cannot be accomplished within daylight hours of the day of the request, a jump may be scheduled for the next morning by the requesting unit. During the regular season, July 1-September 30, a smokejumper request can usually be filled after-hours by calling back pilots and jumpers (allowing a reasonable amount of time for call-back).

22.5 HELICOPTER MODULES

Refer to NMG 22.5/24.7, NWC 24.7. When modules are ordered, they will be sent to an **OFF-SITE** designated mobilization area, where both the Helicopter and Module will assemble. Once assembled, they will proceed as a unit to the incident.

22.6 COMMUNICATIONS COORDINATOR (COMC) Refer to NMG 22.6/66 and NWC 66

22.7 INCIDENT METEOROLOGIST (IMET) Refer to NMG 22.7

22.8 CACHE SUPPORT POSITIONS/DEMOB SPECIALISTS

There is NOT a set make-up which constitutes a team; thus, each request for positions will be tailored to fit the situation and level of expertise required to complete the mission. One member will be designated as Team Leader, unless the request is for a non-integrated team. Specific positions available include Fire Cache Manager (FCMG), Materials Handler Leader (WHLR), Materials Handler (WHHR), Supervisory Supply Clerk (CAST), Supply Clerk (CASC) and Pump/Chain Saw Mechanic (THSP).

Cache Demobilization Specialists (CDSP) will be ordered through the Northwest Coordination Center. Normal operating procedures will be to send two (2) Specialists to an incident. All trainees will be sent with a Qualified Specialist. Refer to NWC 69.7.2 for list of qualified personnel.

22.9 INCIDENT MANAGEMENT TEAMS

Incident Management Teams of overhead in the Command, Operations, Planning, Logistics, and Finance categories have been selected and trained for use on incidents. (Refer to NMG 68.1, 68.2 and NWC

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68.2 for National/Area [Type 1/2] Team configurations and schedules.)

Considerations as to which Type Team to mobilize are usually based on incident complexities and other considerations. Refer to NWC 28.15 **EXHIBIT 15**: "Factors to be Considered in Ordering National/Area Teams or Replacing an Area Team with a National Team."

For Team Transition, refer to NWCG Fireline Handbook (PMS 410-1/January 1998) Chap. 3 and NWC 28.16, **EXHIBIT 16**: "Delegation of Authority and Team Briefing - Guidelines for orderly Transfer of Responsibility To/From Incident Management Teams."

22.9.A NORTHWEST NATIONAL INCIDENT MANAGEMENT TEAMS

The Northwest Area has two (2) National Incident Management Teams. These teams are available on a prescheduled basis (Refer to NMG 68.2 and NWC 68.2) for dispatch locally and nationally. The schedule is established assigning one team as being "Up." The other team is free to do business as usual, except that their location needs to be known by the home Unit Dispatcher.

1. The Northwest Coordination Center will place a Resource Order by telephone with the Incident Commander's Unit Dispatcher. The dispatcher will relay the order to the Incident Commander who will confirm team availability. The Unit Dispatcher will relay confirmation to the Northwest Coordination Center. The Mt. Hood National Forest Dispatcher will coordinate dispatch for team members whose home Unit is the Regional Office.
2. The Incident Commander's Unit Dispatcher will call the Preparedness Area coordinating Units below, who will call the Units in their area confirming that they have received the order and to coordinate travel. (Refer to Preparedness Area Map, NWC 28.17, **EXHIBIT 17**)

<u>Preparedness Area</u>	<u>Host Unit</u>
A	PSC
B	CWC
C	MHF
D	COC
E	NOC
F	MIC
G	(N/A at this time)

3. Units will confirm the availability of team members and their travel plans with the Preparedness Area Coordinating Unit.
4. Coordinating Units will relay to the Incident Commander's Unit Dispatcher the following information via .MOB: Resource Order Number; Team Members' Names, Positions and Home Units; Method of

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Travel; Identification Number of Vehicle or Aircraft; Estimated Time of Departure and Estimated Time of Arrival.

5. The Incident Commander's Unit Dispatcher will prepare an electronic mail message summary and send it to the requesting incident Unit (within Northwest Area) and Northwest Coordination Center.
6. Should a team member be unavailable, the Incident Commander will select a qualified replacement.

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22.9.B NORTHWEST AREA INCIDENT MANAGEMENT TEAMS

Reference NWC 68.1.2 for the Northwest Area Team schedule. Northwest Area Teams' memberships consist of various combinations of federal, state, and state fire district personnel.

1. "Host Units" will establish notification and mobilization procedures.
2. At **Preparedness Level II and above**, responsible Host Unit will **ALERT** "Up Team" following schedule in NWC 68.1.2.
3. Incident Units in **Oregon** have the option to activate a "local" team when deemed prudent. Resource Order will be placed with the team's "Host Unit".
4. When a "Local team" is not available to the Incident Unit in **Oregon**, or an additional team is needed, the Resource Order will be placed with the NWC. The NWC will place the order with the Host Unit of another team within the Northwest area, or to the NICC, as appropriate.
5. Incident Units in **Washington** will place Resource Orders for Area Teams direct to the DNR Headquarters in Olympia. (All Resource Orders for "WAS Hosted" Area Teams, for local use in the state of Washington, will be ordered direct from the DNR Headquarters in Olympia.)
6. Mobilization of "WAS Hosted" Area Teams to incidents in the state of Oregon will be processed through the NWC. The NWC will place the Resource Order direct to the DNR Headquarters in Olympia.)
7. When an Area Team is dispatched within or outside the Northwest Area, only a Standard Team (**27 positions**), as described in NMG 68.2, will be mobilized. Any additional positions must first be negotiated between the Incident Commander and the Agency Administrator of the incident unit.

EXCEPTION TO ABOVE: When a "WAS Hosted" Area Team is filling the request for an Area Team, within or outside the northwest area, the standard configuration of these teams is **35 positions**. The Agency Administrator of the incident unit needs to be apprised, and approve of, the additional number of positions (above the national standard number of positions).

Simultaneously, the information regarding additional approved positions needs to be shared with the Dispatch Unit placing the request so that the number of Overhead Resource Order Requests can be coordinated throughout

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the dispatch system.

8. Members of Teams, other than the "Up-Team", are free to do business as usual; except for notification to home Unit Dispatcher as to availability/location.

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22.9.C

"ORCA" AREA INCIDENT MANAGEMENT TEAM

Reference NWC 68.1.2 for the Northwest Area Team schedule.

The ORCA Area Team are made up of personnel from both southern Oregon and northern California agencies. The ORCA Area Team memberships consist of various combinations of federal, state, and state fire district personnel.

Dispatch of these teams to "local incidents" will be the responsibility of the Host Units. Dispatch to incidents outside the local specified areas will be the responsibility of Geographical Area Coordination Centers. When this occurs, Overhead Requests for team personnel from outside the Northwest Geographic Area will be processed through the NWC to NICC (normal channels).

22.9.D

INCIDENT MANAGEMENT TEAM CLOSEOUTS

The agency (hosting unit) where incident occurs needs to notify NWC of appropriate scheduling for team closeout of incident.

22.9.1

AREA COMMAND TEAMS Refer to NMG 22.9.1

22.9.2

NPS ALL-RISK INCIDENT MANAGEMENT TEAMS

The Pacific West Region of the National Park Service sponsors a Type 2 "All-Risk" Incident Management Team. NWC will be the host dispatch office for the team. **The team is not for fire suppression. Incident Commander: Hugh Dougher WA-NCP**

22.9.3

INTERAGENCY FIRE USE MANAGEMENT TEAMS (FUMT) Refer to NMG 22.9.3 and NMG 69.6

22.9.4

INTERAGENCY FIRE USE MODULES Refer to NMG 22.9.4

22.9.5

CRITICAL INCIDENT STRESS DEBRIEFING TEAMS

Requests for Debriefing Teams will be made to NWC on an Overhead Resource Order.

WHAT IS A CRITICAL INCIDENT?

Any incident so unusually stressful and powerful that it breaks through an individual's normal emotional defenses to cause an immediate or delayed reaction. The reaction may be emotional, cognitive, behavioral, or physical. The experience may interfere with the individuals short-term or long-term job performance or decision-making ability.

EXAMPLES OF CRITICAL INCIDENTS

1. Aviation accidents resulting in critical injury or death.
2. Motor vehicle accidents involving major trauma or death.
3. Fire shelter deployment and burn over.
4. Any incident causing fear or anticipation of death, by nature or human.
5. Suicide of a co-worker.
6. Death of a co-worker in the line of duty.
7. Body recovery work.

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8. Any traumatic event resulting in massive media coverage.

PURPOSE OF A CRITICAL INCIDENT STRESS DEBRIEFING

A Critical Incident Stress Debriefing (CISD) is a positive and supportive, definitive discussion of the events that took place.

The aim of the meeting is to help employees process emotionally difficult events in order to prevent post traumatic stress disorder, and to return them to a healthy work state as quickly as possible. CISD is not group counseling or group therapy. It is also not a critique of an incident. The process has been proven effective in minimizing long-term effects.

CONTACTS TO OBTAIN A CRITICAL INCIDENT STRESS DEBRIEFING

The following is the order of contact for NWC Overhead dispatch to arrange for a Debriefing Team: **REMEMBER, A DEBRIEFING IS NOT AN EMERGENCY!** Ideally, the session should take place 24-to-72 hours after the event. (**Note:** It is USDA FSR6/PNW policy that "a mandatory Critical Incident Stress Debriefing will take place between 24 to 72 hours following a significant traumatic event such as the death of an employee.")

	<u>Office</u>
Shelley Butler	503/622-3191 (Ext.652)
Temple Tait-Ochs	503/808-2626 503/202-5302 (Pgr)
Ginny Vinson	503/808-2332 503/237-4791 (Pgr)

***Refer to Other Specialists, Chap. 50**

22.9.6 ASSISTANT DISBURSING OFFICER TEAMS (ADO/USDA) - CLASS A AND CLASS B

Refer to NMG 22.9.6 for Class ADO Team composition and authorities.

ADO & PAYMENT TEAM

The decision to request activation of a ADO or Payment Team rests with the Incident Unit Head (i.e., District, Agency, Forest) who contacts appropriate Fiscal/Finance Line staff at Headquarters Offices (i.e, State Office, Area Office, Regional Office). Reference applicable agency Handbooks/Manuals. (USFS: FSH 6509.13a, Section 31.)

USFS ADO Coordinator	- Paul Rose	503/808-2466
Alternate Coordinator	- Katie Allister	503/808-2477
Alternate Coordinator	- Dan Nichols	503/808-2944

Once the request has been approved to activate an ADO or Payment Team, the **Incident Unit will initiate** an Overhead Resource Order (separate Request Numbers for each Team Member) to the Northwest Coordination Center.

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USE OF INTERAGENCY TEAMS / TEAM MEMBERS

It is desirable to activate agency-specific teams due to familiarity with agency regulations; however, qualified team members have authority to function on an Interagency basis.

Note: For FY 2002, Four National Payment Centers will pay casual EFF timeslips on USFS incidents. (Specific center information will be sent to the financial managers of each Forest Service Unit).

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MOBILIZATION / DEMOBILIZATION

Same as all other personnel requests. Team members should consult with local Dispatch Unit for transportation arrangements to and from the assignment.

22.9.7

22.9.7/69

ADMINISTRATIVE PAYMENT TEAMS (APT/USDI) Refer to NMG

The Forest Service plans to have two Payment Teams available this year. To order one of the teams follow the same process for ordering an ADO Team listed in NMG 22.9.6

22.9.8

BUYING TEAMS (Refer to NMG 22.9.8)

National Buying Teams are utilized to support the incident's Acquisition Unit during the increased workload period resultant from an emergency response event. Buying Teams work with and report to the Incident Unit Administrative Officer. These teams should be considered for use when a Type 1 or Type 2 Team is being mobilized to an incident and/or an emergency event warrants.

The Incident Unit's Administrative Officer will make the determination if an Incident Buying Team is needed for support to the Incident Acquisition Unit. National Buying Teams will be mobilized according to the National Call-Out Rotation as described in the NMG 69.4.

Buying Teams generally consist of seven (7) Procurement members. It is recommended that One (1) of these team members be assigned to Expanded Dispatch as an Equipment/Supply Dispatcher.

PROCESS FOR ORDERING BUYING TEAMS: The Incident Unit Dispatcher, or the NICC Overhead Dispatcher, will place the Request (7 Overhead Request Numbers) with the NWC. The NWC Overhead Dispatcher will contact the "Up" Buying Team Leader's Unit Dispatcher (Refer to NWC 69.3.1) and place the Request for the Buying Team Leader (BUYT). The BUYT will confirm availability of the remaining Buying Team Members (BUYM's) and their home units. The BUYT's Unit Dispatcher will relay this information back to the NWC Dispatcher. At this point, NWC will place "Name Requests" through normal dispatch channels to team members' home units.

22.9.8A

PROCUREMENT UNIT LEADERS (PROC)

National (Type 1) Incident Management Teams will have a PROC assigned as a regular team member.

Northwest Area (Type 2) Incident Management Teams may have a pre-assigned PROC as a regular team member.

In the event a replacement member is needed for incident

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response, the ORDERING PROCEDURES ARE AS FOLLOWS:

The Incident Commander will make the determination if a PROC is needed. If needed, the IC will process the request through normal dispatch channels to the NWC Overhead Dispatcher who will place Request through normal dispatch channels same as for any other Overhead position. If unable to fill through normal channels, NWCC Overhead Dispatcher will contact the following Procurement and Property Management personnel in the USFS Regional Office:

	<u>Office</u>	<u>*Residence</u>
Craig Phillips	503/808-2809	
Leo Corona	503/808-2371	

***Refer to Other Specialists, Chap. 50**

22.9.9 DEPARTMENT OF INTERIOR - BURNED AREA REHABILITATION (BAR) TEAMS Refer to NMG 22.9.9

22.9.9A USDA/USFS REGIONAL BURNED AREA REHABILITATION (BAR) TEAM: Refer to Agency Manuals/Handbooks as appropriate.

A list of qualified Burned Area Rehabilitation Team Leaders is maintained by the Regional BAR Coordinator. BAR procedures are outlined in FSH 2509.13. Requests for BAR Team members can be directed to the Regional BAR Coordinator, (Reference NWC Chap. 50, Regional Office/Natural Resources Unit), through the Northwest Coordination Center.

22.9.10 WILDLAND FIRE PREVENTION/EDUCATION TEAMS Refer to NMG 22.9.10

22.9.11 WILDLAND FIRE AND AVIATION SAFETY TEAMS (FAST) Refer to NMG 22.9.11

22.10 SINGLE ENGINE AIR TANKER MANAGER (SEMG)

When utilizing SEATS, a SEMG is required. Should there be a need to obtain one, the request should be placed with a neighboring unit or with the NWC on an Overhead Resource Order. (Note: Approximately three (3) days' leadtime should be planned for initial mobilization.) (Refer to NWC 69.4 for list of SEMG's.)

22.11 TECHNICAL SPECIALIST POSITIONS (THSP)

A description of the actual position requirements must be included when ordering Technical Specialists.

22.12 INCIDENT MEDICAL SPECIALIST TEAMS

These teams are used in conjunction with 500-person First Aid Stations (NFES #1835) and work directly under the Logistics

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Section Chief's supervision. (Refer to NWC 69.2 for Managers/Duty Schedule.)

Units should request IMS Team members on an Overhead Resource Order thru NWC. When the NWC Overhead Dispatcher receives a request for an IMS Team (normally consists of (1)IMSM, (1)IMSA, and (3)IMSTs), the NWC Dispatcher will contact the Home Unit Dispatcher of the Duty Team IMS Manager listed in NWC 69.2. In the event the Duty Team Manager(s) is not available, or committed to another incident, the NWC will contact the Home Unit Dispatcher of the next Team Manager(s) in rotation.

Upon receipt of the request for the Team Manager by the Home Unit dispatcher, it will be the responsibility of the IMS Team Manager to confirm the team member's availability directly with them. When the IMS Manager has confirmation of team members, the Manager will provide their Home Unit Dispatcher with the Names and Home Units of those personnel.

The Manager's Home Unit Dispatcher will notify the NWC Overhead Dispatcher who will place a "name requests" for the IMSA/IMST's with their respective Home Unit Dispatchers. **Should IMS Teams become difficult to fill, contact Program Dispatch Coordinator, Vicky Wessling, 360/891-5103; first Alternate Peggy Tribble 503/668-1751; second Alternate Mike Daugherty 503/808-2519 (Residence Phone/Pager Numbers, Refer to Other Specialists, Chap. 50).**

Dr. Jonathan Jui, M. D. of Portland, licensed in both Oregon and Washington, has agreed to advise and be available for consultation with the IMS Team Managers.

The R6 Cache System has seven 500+ Person First Aid Stations; three at Redmond, two at La Grande and two at Wenatchee.

22.12.1 **INCIDENT MEDICAL SPECIALIST PARAMEDIC (THSP)**

An Incident Medical Specialist Paramedic is a state licensed individual who is capable of administering prescription medications under physicians protocols.

This position will be requested, as needed, to provide advanced life support on incidents. If a non-agency person fills the request, the AD-5 pay rate applies as established in the Interagency Incident Business Management Handbook.

22.13 **HUMAN RESOURCE SPECIALIST (HRSP)**

(The following is included for **INFORMATION ONLY** for Department of Interior Agencies.)

A Human Resource Specialist will be assigned to incident base camps when 300 or more people have been assigned to the incident. Incident Commanders should evaluate the need for the position for camps with less than 300 people.

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The Human Resource Specialist is responsible for: a) monitoring for inappropriate behaviors, b) providing awareness/education on expectations for mutual respect and an harassment free work environment, c) initiating corrective action to resolve and/or prevent problems, and d) preparing reports on activities related to human resources. The Human Resource Specialist will correct inappropriate practices or conditions through the Incident Commander and/or other regular lines of authority. Matters that cannot be resolved during the incident will be relayed to the host incident unit for final resolution.

22.14 UNION REPRESENTATIVE (NFFE)

(The following is included for INFORMATION ONLY for agencies other than the Forest Service.)

Article 28.2 of the Master Agreement between the Forest Service and the National Federation of Federal Employees (NFFE), Forest Service Council, states:

"Officers of the NFFE Forest Service Council or their designees have the right to represent bargaining unit employees at all fire camps. The Forest Service Council may designate a sufficient number of representatives, to assure up to 24 hour coverage, based on representational need, at any fire camp where Forest Service employees are present."

This right exists regardless of the size of the fire camp. It is the responsibility of the Incident Commander to place a Resource Order request through normal dispatch channels to the Northwest Coordination Center for a Union Representative when the number of individuals assigned to a Forest Service fire incident base camp reaches 300 or when there are 300 Forest Service employees assigned to a incident base camp on a non-Forest Service incident.

When the Coordination Center receives the request, they will contact the Forest Service NFFE Regional Vice President, Specialist, Peggy Breakey (Office: 503/668-1625, C-Ph: 503/819-1712, e-mail: Peggy Breakey/R6/USDAFS). The notification will inform the RVP of the name and location of the fire and the name of the Incident Commander (IC). The IC will be notified by the NWCC of the name and e-mail address of the RVP.

If the RVP determines a need to send a Union representative to a fire camp, they will provide the name, home unit, and supervisor's name of the Union Representative to the Regional Labor Relations Officer (RLO), Kim Rasmussen (Office: 503-808-2544; Cell: 503-329-8675). The RLO will contact the representative's home unit supervisor and the NWCC overhead dispatcher to make arrangements for dispatch of the designated Union representative to the fire. Mobilization/demobilization will take place through the regular fire dispatch channels. Initially, one Union representative may be dispatched. If anticipated or actual union representational workload may require the dispatch of additional Union representatives, any associated issues will be worked out between the RVP and the RLO.

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Union representatives assigned to a fire incident base camp are to use the same work schedule they used on their home unit. They are not to be assigned to first-8 hour tours. Further, Union representatives are not legally entitled to earn overtime or compensatory time off while performing union representational duties. The only exception is where the person is already on overtime in the performance of agency work and is called off that work for a short period of time to take care of a union representational situation. The Finance Chief is responsible for supervision, including time recording, of a Union representative(s) assigned to the camp.

22.15

FIRELINE EXPLOSIVE TEAMS

ORS can field one Team (Northeast Oregon District) consisting of seven members: one Blaster Advisor, one Blaster-in-Charge, and five crew personnel. WAS can field up to two teams consisting of eight members: one Blaster Advisor, one Blaster-in-Charge, one explosives crew leader, four crew personnel, and one explosives truck driver. All team members are certified to handle, store, and transport explosives. Explosives and all necessary equipment come with a team.

All requests will be made on a Resource Order Form. Specify the estimated number of feet of explosive fireline needed.

Dispatching of these teams will be through the Northwest Coordination Center to ORS and WAS Coordination Centers in Salem and Olympia.

Upon the blasting teams' arrival, the Blaster Advisor will report to Plans or as otherwise specified on the Resource Order. Each team will require five personal portable radios with the appropriate frequency.

22.16

USDA/USFS COST UNIT LEADER WITH INCIDENT COST ACCOUNTING AND REPORTING SYSTEM (COST W/ICARS)

Cost Unit Leaders (w/ICARS) are trained in the operation of the Incident Cost Accounting and Reporting System. This is a computerized software program designed to assist the Cost Unit Leader in creating graphs, charts, and reports with the following objectives:

1. Provide "decision makers" with accurate and timely information.
2. Improve accuracy of Incident Cost Reports.
3. Decrease amount of time spent gathering cost information.
4. Provide more detailed analysis of fire costs.
5. Make cost projections.
6. Provide support for apportioning costs.

The determination to order a COST w/ICARS will be impacted by the following:

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1. Is a Cost Unit Leader w/ICARS training already ordered or present on the incident? If not, and the Incident Team wants to use ICARS, order a COST w/ICARS.
2. The complexity of the incident. Some complex incidents will require multiple Cost Unit Leaders.
3. There will there be cost sharing with a cooperating agency or is there a possible trespass billing.

Unit Dispatchers should place requests for COST w/ICARS utilizing the "neighborhood concept". Cost Unit Leaders (COST) with ICARS are listed in NWC 69.13. If unable to fill through own unit or the neighbors, the request should be placed with the NWCC Overhead Dispatcher. NWC will place the request with a Dispatch Unit from the listing or contact RO/FM, Jeff Park at Office: 503-808-2978, **(Residence Phone Number Refer to Other Specialists, Chap. 50)** It is recommended that a COST "Trainee" also be requested to facilitate qualifying additional personnel.

22.17

LAW ENFORCEMENT

Refer to NMG 42.4 for Memorandum of Agreement between the USDA and the USDOJ.

Dispatch of a Special Agent/Level IV Law Enforcement Officer (LEO) will follow normal dispatch procedures as outlined in NWC 21.2.3. If a Unit is unable to fill from within their own Unit or their neighbors, the request will be placed with the Northwest Coordination Center. If you are detailed to the Northwest Coordination Center and you receive a request for a Special Agent or Level IV LEO, refer the request to the Coordinator.

22.18

INCIDENT BUSINESS ADVISORS (IBA1, IBA2, IBA3)

Incident Business Advisors (IBA1, IBA2, IBA3) work under the direction of Line Officers or their designated representatives. When the decision is made to order the position, the Resource Order will be placed with the NWC. NWC will utilize the list of qualified IBA's listed in NWC 69.12. If unable to fill requests from the list, the NWC Overhead Dispatcher will contact the Geographical Incident Business Coordinator, Paul Rose, USFS/Financial Management (503/808-2466) for assistance in filling the Request. Upon identifying an available IBA, a "Name Request" Resource Order will be placed with the IBA's Home Unit Dispatcher. The NWC Overhead Dispatcher will notify the Geographical Incident Business Coordinator of commitment of IBA's via phone or e-mail (phone number above or prose@fs.fed.us).

Note: It is desirable to obtain a Request Number for a "Trainee" IBA to shadow with a fully-Qualified IBA at the time of original request. Trainees are also listed in NWC 69.11.

22.19

USDA/USFS ASSESSMENT TEAMS

The Team's objectives are to assess management decisions and direction on incident management strategy and to recommend future

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courses of action. The purpose of interaction with the IMT is for information gathering only. The team does not assess current incident operations or tactics.

Activation of a fire assessment team will be requested through the Northwest Coordination Center on a Resource Order Form, who will relay the order to the Assistant Director, Suppression in AFM at the Regional Office. The team will normally be composed of:

- Team Leader
- Plans Chief
- Logistics Chief
- Fire Behavior Analyst
- Other Subject Matter Specialists (Ordering Unit Request)

22.20 INTERAGENCY CONTRACT REPRESENTATIVE (IACR) Crew/Engine/Tender

Refer to Interagency Contract Crews, NWC 22.3.4, Interagency Contract Engines, NWC 23.7, and to the list of qualified IACR's, NWC 69.16.

Incident personnel have the authority, through the Incident Command System position that they are assigned, to direct the day-to-day operations of the contractors listed on the Interagency Crew Agreement and the Interagency Engine/Tender Agreement.

When contract resources are ordered for an incident, it is the responsibility of the incident to determine if an Interagency Contract Representative is needed.

The IACR will normally report to, and be responsible to, the Procurement Unit Leader (PROC), or Finance Section Chief if PROC is unavailable. In situations where Procurement Unit Leader or Finance Section Chief is not present, this position will report to, and is responsible to, the Incident Commander.

The duties of a Interagency Contract Representative (IACR) are to: assist appropriate Incident Management Personnel in the inspection of contractors; assist Supervisor in resolving disagreements in interpretations relating to Agreement/Contract language; document and report contract non-compliance to Supervisor; and keep Supervisor and appropriate Incident Management personnel advised of significant problems as they develop.

22.21 BAR CODE TEAMS WITH EQUIPMENT

The Northwest Area Bar Code System is not available for incident support at this time. Bar Code system modules are being developed for I Suite.

22.22 URBAN INTERFACE SPECIALISTS (NON-FEDERAL)

Non-Federal Urban Interface Specialists can be obtained through contact with local fire departments. They are usually hired

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under "AD Hiring Authority" by the Incident Unit.

22.23 CONTRACT EQUIPMENT (EQPM) AND PERSONNEL (PTRC) TIME RECORDERS

The USFS, Region 6, has contracts for these services. These contracted personnel are available for use by all member agencies of the Pacific Northwest Wildfire Coordinating Group (PNWCG). The contractors may also be utilized on units located in Forest Service Regions 1, 2, 3, 4, and 5.

Agencies have the flexibility to staff these positions with either agency or with contract personnel. When filling requests for time recording and general clerical assistance for an incident, cost effectiveness will be considered. (Refer to specific Contract(s), the contract distribution cover letter addressed to field units, and agency Fire Business Management Coordinators for more specifics.)

Dispatch Procedures: If the incident unit cannot fill their requests for EQPM's or PTRC's using local, neighboring unit, or neighboring unit contract hosts (currently the LFC, OKF, and SUF) resources, the request should be placed with the NWC. NWC will normally consider using contract personnel before placing the request with the NICC.

22.24 AD WAGE RATES

Refer to Interagency Fire Business Management Handbook and Northwest Supplement (AD-5 Rates).

22.25 GIS TECHNICAL SPECIALISTS (GIST)

GIS Technical Specialists are trained in the digital production of incident maps. They differ from Display Processors in that their products are usually digital, often use local data, and often include analysis (e.g., 3-D terrain maps or predictive models). They use ARC/Info GIS at a local agency incident office or via a laptop running ArcView. GIS Technical Specialists have been trained to use several fire-specific applications.

It is up to the Plans Chief and the Situation Unit Leader as to which products will be done by the GIS Technical Specialist and which will be done by the Display Processor. The products which can be provided by each of these folks are intended to complement each other and to keep the workload manageable. Key contacts for GIS products and services are David DelSordo (david_delsordo@nps.gov, ph. 206/220-4071); Charlie Phenix (cphenix@fs.fed.us, ph. 541/471-6834), and Curtis Day (cday@fs.fed.us, ph. 541/416-6512).

To assist with filling Resource Order Requests for GIST's, refer to the list provided in NWC 69.16.

22.26 TRAINING SPECIALISTS (TNSP) AND TRAINEE MOBILIZATION GUIDELINES

The purpose of the Pacific Northwest Trainee Program is the

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process to equitably identify and to assign trainees to incidents. The majority of formal opportunities will be associated with the action of National and Area Incident Management Teams (IMT=s). "Pre-designated" trainees shall be assigned to all IMT's. This process must be successful if the pool of qualified, available resources is to be maintained in the Pacific Northwest.

The goals of the Trainee Program are as follows:

1. Provide quality training assignments and subsequently ensure a continuation of a well-trained interagency fire management organization.
2. To promote on-incident training expertise and mentoring skills.
3. To provide fair and equitable training opportunities to all employees of the interagency wildland firefighting community in the Pacific Northwest.

In order to facilitate the goals of the Pacific Northwest Wildland Fire Coordinating Group, a Training Specialist (TNSP) shall be assigned to Northwest National and Area IMT's. The role of the Training Specialist will be to track individual assignments, on-incident follow-up, and final documentation of the assignments(s). The TNSP is to analyze the overall situation and to suggest opportunities for additional trainees when it appears appropriate. The TNSP should consider additional assistance when more than fifteen (15) trainees per Training Specialist are requested by the incident.

23 EQUIPMENT AND SUPPLIES

NORTHWEST AREA CACHE SYSTEM

- 23.1.1** **USDA/USFS BD CACHE** Mobilization of equipment and supplies from BD Caches will be initiated by the NWC Emergency Operations Manager for specific items in critical short supply at the Redmond Cache. Critical Items will be identified by the Cache Manager and forwarded to the NWC Emergency Operations Manager with a 24-hour minimum lead time for mobilization by the Unit BD Caches. In most cases, items mobilized will be refurbished and returned to the sending Unit.

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23.3 NORTHWEST AREA CACHE SYSTEM AND OPERATING PROCEDURES

1. ORDERING CACHE EQUIPMENT

The Pacific Northwest Regional Cache System contains a 6000-person stocking level inventory which is distributed within three locations: (**LA GRANDE** and **REDMOND, OREGON** and **WENATCHEE, WASHINGTON**). Orders for equipment and supplies will be filled from the closest cache designated to serve the requesting unit, refer to the listing below. Cache orders will be filled to meet time frames specified, using the most economical transportation.

The designated operational period for the Wenatchee and La Grande Caches is from June 1 through October 31. Orders for supplies outside of the operational period should be directed to the Redmond Cache unless modified by the local management direction.

<u>LOCATION</u>	<u>UNITS SERVED</u>				
Redmond, OR (NWK)	GPF (Mt. Adams, St. Helens,				
	MHF	OCF	RRF	DEF	FRF
	SIF	SUF	UPF	WIF	WNF
	SIA	WSA	BUD	CBD	EUD
	LAD	MED	PRD	ROD	SAD
La Grande, OR (Satellite Cache)	MAF	UMF	WWF	UMA	VAD
Wenatchee, WA (Satellite Cache)	GPF (Cowlitz Valley RD)				
	MSF	OKF	OLF	WEF	COF
	COA	OPA	PSA	SPA	YAA
	SPD				

NORTHWEST AREA UNITS OUTSIDE INFLUENCE OF NORTHWEST CACHE SYSTEM:

Missoula, MT (RMK)	MT.FHA	
Boise, ID (GBK)	ID.FHA	NIA

2. MANAGEMENT OF NATIONAL MOBILE CACHE SUPPORT VANS

The Regional Fire Cache System includes **fourteen (14) NATIONAL MOBILE CACHE SUPPORT VANS** prepositioned in the Northwest, the unit includes items for the establishment of an Incident Base and includes items for supporting limited line workers. **Vans (NFES #2069) will be ordered on an Equipment Resource Order utilizing one Request Number through the "VAN Host Unit Dispatcher," who will in turn notify the Regional Cache Manager at the Redmond Cache of the movement of the Van.**

Host Unit Dispatchers will order replacements for Vans through

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the Regional Cache Manager at the Redmond Cache.

Van Inventory - As listed in the NWCG National Fire Equipment System Catalog, the Northwest Area has added to the inventory with water handling items, a packing list of the total kit contents is affixed to the door of the trailer.

Vans dispatched to an incident will be unloaded at the incident base and the empty trailer returned to the nearest cache site for restocking of the established inventory. The Incident Commander may request to keep the trailer with approval of the Regional Cache Manager at the Redmond Cache. **Restocking of Vans** will be the responsibility of the nearest cache.

PREPOSITIONED MOBILE CACHE SUPPORT VAN LOCATIONS **(NFES #2069)**

VANS		NO.	OF
<u>HOST UNIT</u>	<u>LOCATION</u>	<u>LOADED/</u>	
DEF	Redmond	2	
FRF	Lakeview	1	
MAF	John Day	1	
MSF	North Bend	1	
MHF	Troutdale	1	
OKF	Omak	1	
OLF	Lacey	1	
SIF	Grants Pass	1	
WWF	LaGrande	2	
WEF	Wenatchee	2	
WNF	Klamath Falls	1	

3. **RETURN OF EQUIPMENT FROM FIRES**

All regular fire equipment will be shipped directly from the fire to the National Interagency Incident Support Cache. Equipment should be returned as soon as it is no longer needed: Radios from the Cache will be returned to the appropriate location as labeled on the system container. All shipments of supplies/equipment to an NWK cache location will be coordinated with the appropriate site Cache Manager.

No fuel will be shipped back to the NWK Cache System, motorized equipment and fuel containers, tanks etc., will be emptied and the container purged with purging fluid, NFES #0700 can be ordered from the cache system.

The incident is requested to provide documentation for the items being returned to the cache, NFES #1472, Waybill form which is within the logistics section kit. This information is used to assure a correct accounting to each specific incident.

If the Incident doesn't provide any documentation, it will be initiated at the cache site and filed in the incident package.

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Often, savings can be made by having the Cache Demobilization Specialist, this individual can condemn equipment which is worn out, unserviceable, or damaged beyond repair and dispose of consumable items before returned to the Cache.

Returns of unused, excess or items needing repairs should be accomplished promptly so there will be no delay in available of items within the NWK cache system.

All equipment shipped from the National Cache System will be returned within 30 days of the demobilization of the incident unless prior arrangements have been made with the NWK Cache Manager.

4. HAZARDOUS MATERIAL

The Incident Management Team has the responsibility for compliance with Department of Transportation (DOT) Code of Federal Regulations Title 49 as they apply to the transportation of Hazardous Material as regulated.

The incident is required by CFR 49 to identify the Hazardous Material on its shipping document(s) and to make the driver aware of the items. The incident can contact the servicing cache for additional information or assistance.

Following is a listing of cache supplies that could impact the incident during the return process if quantities are exceeded via ground transportation:

<u>ITEM</u>	<u>WEIGHT/QUANTITY</u>
a. Fusee, Fire Starter	1001 LBS.
b. Tank, Liquefied Petroleum Gas	1001 LBS./50 ea. 20LB Tanks
c. Aerial Ignition Device	1001 LBS.

The Northwest Caches **WILL NOT ACCEPT** the following:

- a. Gasoline
- b. Chain Saw Mix
- c. Drip torch fuel
- d. BioHazard bags, with blood-soiled items
(Medical Unit Leader is responsible for proper disposal)

The Incident should coordinate with the host Incident Unit to see if mixed fuels and/or excess fuel can be utilized. The Incident Unit's Haz-Mat Coordinator should be contacted for assistance with local haz-mat recyclers.

5. RECYCLING

The Regional Caches provide items that are recyclable and/or the caches encourage return of such items to assure proper disposition. Return the following items:

- a. Pads, Sleeping
- b. Bags, Sleeping, disposable
- c. 5 gallon plastic, Class A foam containers

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6. FIRE HOSE

The Regional Cache requires that all fire hose returned be rolled and tied. The cache **WILL NOT ACCEPT UNROLLED HOSE.**

The Regional Cache stocks 13 gas powered hose rollers that can assist the user to meet this requirement.

7. INCIDENT LOGISTICAL SUPPORT

- a. Refer to NWC 13.2, Item 2, for certain sensitive items which must be ordered through the NWC.
- b. Units should place Resource Orders by phone and Cache Order Forms via electronic mail or fax, direct to the closest cache serving Incident Unit.c. The Northwest Cache system utilizes stop ordering for all items within the National Cache System. In the event the closest Northwest Cache System is unable to fill your order or portion thereof, the servicing cache will forward your order to the appropriate cache site and/or NWC for processing.

23.3.2 FIELD OFFICE REPLENISHMENT DURING FIRE SEASON During fire season, when a Unit's normal procurement process (1. GSA, 2. Local Vendor) will not meet the Unit's need to maintain fire readiness of their suppression organization. (Replenishment Orders must be the result of fire suppression activities and must be placed prior to the end of the calendar year in which the incident occurred. Replenishment Orders should be placed as follows:

1. Units should place Resource Order by phone, and Cache Order Forms via electronic mail or fax, direct to your servicing Cache for those items stocked within NWCG National Fire Equipment System Catalogs, NFES #0362.

23.3.3 FIELD OFFICE REPLENISHMENT OUTSIDE OF FIRE SEASON The restocking of Unit's initial attack/cache inventory will be processed through normal procurement process as follows:

1. Units should procure direct to GSA those items stocked in the Federal Supply System (GSA).
2. Units should procure from local suppliers/vendors for items not stocked by GSA.

23.3.4 INCIDENT REPLACEMENT: Prior to release from incidents, firefighting resources will prepare an Incident Replacement request for NFES Cache items which have been lost, consumed, or worn out during the incident. The Supply Unit will be responsible for handling incident replacement orders when a Type 1 and Type 2 Team is utilized, The Supply Unit Leader will approve replacement requests by each resource, based on

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inventory documents. If the resource items are unavailable at the incident, a Resource Order with the "S" numbers will be issued for the nearest cache to be processed. A copy of the Resource Order will also be forwarded to the nearest cache.

23.3.5 **INCIDENT REPLACEMENT: TYPE 3 & 4 INCIDENTS** The incident's agency administrator or authorized representative must approve all replacement requests. (Refer to NMG 23.3.5)

23.3.6 **NON-FIRE INCIDENTS/PROJECT SUPPORT** Non-fire incidents are usually reimbursable and may include non-federal agencies. Examples are: hurricanes, oil spills, rescues and law enforcement actions. The same procedures described above apply in these situations.

Units may utilize the Pacific Northwest Cache inventory in support of land management non-fire projects as a means to maximize utilization of equipment and to provide project savings whenever feasible. (Stocking levels will be maintained to support fire suppression activities).

(Additional information on fire cache operations and procedures are outlined in FSM 5160.42, R-6 Supp. No 125, 3/84.)

23.4 **NORTHWEST AREA INCIDENT RADIO SUPPORT CACHE**

23.4.1 **ICS STARTER SYSTEMS (NFES 4390)** Refer to NWCG National Fire Equipment System, Catalog Part 1: Fire Supplies and Equipment. There are three Systems prepositioned in the Northwest Area Caches (2/Redmond, and 1/Wenatchee). An Equipment Resource Order must be processed through the NWC for these systems. A "complete system" will be shipped; components are not available separately.

This system is designed to be the **Starter System** on incidents which may develop into large incidents. This system will allow immediate communications for command, tactical, logistical and ground-to-aircraft needs.

MOBILIZATION/DEMOBILIZATION: Upon ordering, Incidents may receive a prepositioned System, if available, or may receive a System directly from NICC. **IN ANY EVENT, ALL SYSTEMS WILL BE DEMOBED DIRECTLY TO NICC FOR REFURBISHING. The Incident Unit dispatcher should promptly notify NWC of release and the NWC will advise NICC and appropriate cache (Redmond/Wenatchee) which originally shipped the System.**

23.4.3 **DEDICATED RADIO FREQUENCIES (VHF-AM)**
(Refer to NMG 23.4.3 and to NWC (**EXHIBIT 18**) for how VHF-AM Frequencies will be separated and assigned.)

23.4.4 **TELECOMMUNICATIONS KIT, SWITCHBOARD WITH TELEPHONES**

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(**NFES 6071**) This telephone switchboard, containing 16 telephones, is housed at the NWC and should be ordered on an Equipment Resource Order through the NWC.

Weight: 236 Lbs.
Cubic Feet: 15.6 Cu. Ft.
Dimensions: 20"x22"x16" (4 Ea.)

23.4.5 **AMATEUR RADIO EMERGENCY SERVICE** Refer to **INTERAGENCY MEMORANDUM OF UNDERSTANDING** and **ANNUAL OPERATIONS PLAN** which describes when and how the Federal Land Management Agencies in the Pacific Northwest Area may request assistance from **Local Volunteer Amateur Radio Operators**. **Field Units should be especially mindful of the responsibilities outlined in the MOU, Section 7, Principles of Cooperation.**

23.5 **ADVANCED TECHNOLOGY METEOROLOGICAL UNIT (ATMU), NFES #1836**
Dispatch Units should place orders for Fire-Weather Meteorologists (Overhead Request) and ATMU's (Equipment Request) directly with the Local Fire-Weather Forecast Office which serves their unit. If unable to obtain either the Meteorologist or the ATMU from the local forecast office, the Request should be placed with the NWC who will order from another Fire-Weather Forecast Office within the Northwest Area. If NWC is unable to fill from within the NW Area, NWC will place Request with the National Interagency Coordination Center (NICC). **IN ANY EVENT, DISPATCH UNITS MUST NOTIFY NWC IMMEDIATELY WHEN METEOROLOGISTS/ATMU'S ARE DISPATCHED. NWC WILL NOTIFY NICC WITHIN ONE HOUR AS THESE UNITS ARE CONSIDERED A NATIONAL RESOURCE.**

Within the Northwest Area, ATMU's are cached at NWS Offices in Oregon at Medford, Portland, Pendleton, and in Washington at Seattle, and Spokane. (Refer to NMG 74)

In accordance with the National Agreement with the National Weather Service, it is the responsibility of the land management agencies to provide transportation for the Meteorologist and the ATMU, whether by ground, charter or commercial air.

NOTE: When making arrangements to **TRANSPORT AN ATMU** via light aircraft, dispatchers should be certain the **CONFIGURATION, DIMENSION** and **WEIGHT** of the equipment fits the aircraft (i.e., aircraft door opening large enough, cabin accommodations, etc.).

Following is the **CONFIGURATION** for the **ATMU, NFES #1836**:

<u>Description</u>	<u>Size</u>	<u>Weight/Lbs.</u>	<u>Cu. Ft.</u>
1 Box	39"x24"x18"	85	9.8
1 Box	39"x24"x18"	116	9.8

TOTAL WEIGHT..... 201 TOTAL CU. FT..19.8

23.5.1 **REMOTE ENVIRONMENTAL MONITORING SYSTEM (REMS), NFES #5800**

The REMS is a mobile, automated, weather monitoring

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system that observes air temperature, humidity, wind direction, and wind speed.

Speech synthesized weather observations may be obtained via a King Radio which accompanies the unit. An archive of weather data is also stored and may be downloaded by interfacing the REMS to a laptop computer.

The National Weather Service at Boise maintains an inventory of REMS for use by Incident Meteorologists. This equipment is normally cached at NIFC; however, REMS may be temporarily prepositioned within the Northwest Area at fire-weather offices or caches. Any time an ATMU is requested, the Incident Meteorologist should be consulted to determine if there is a need to request one or more of the REMS from within the NW Area's prepositioned locations or from NICC. (If the IMET will be utilizing a REMS unit from their "prepositioned" location, the IMET should provide the NWC Equipment Dispatcher with the REMS "IDENTIFICATION NUMBER" for documentation on the Resource Order for tracking purposes.)

Requests for REMS should be placed on an Equipment Order with the NWC who will secure through NW Area cached locations or through NICC. Whoever is the "provider" of the REMS Unit will advise ordering NWC Equipment Dispatcher of the REMS "IDENTIFICATION NUMBER" (i.e., MR-06, etc.) for tracking purposes on the Resource Order. In all cases, REMS units will be demobilized to NIFC for refurbishing.

Following is the CONFIGURATION for the MICRO-REMS, NFES #5800:

<u>Description</u>	<u>Weight/lbs.</u>	<u>Size</u>	<u>Cu. Ft.</u>
1 Box	117	28"x28"x17"	8.2

23.6 NATIONAL CONTRACT MOBILE FOOD SERVICE AND SHOWER UNITS

All National Contract Caterers, potable water vehicles, and portable shower Units are mobilized/demobilized on an Equipment Resource Order through the Northwest Coordination Center to NICC.

Incident units are to order Mobile Food Services as specified in the Interagency Mobile Food Service and Shower Facilities Contract (NFES #1276). (Refer to NMG 23.6)

Incident units are obligated to order Shower Facilities through the national contract ordering process as there are no "minimums" specified as in the Mobile Food Services Contract. Use of locally-hired resources, by written agreements, should be utilized only when nationally-contracted resources are not available; assure that use is for the immediate incident; and release as soon as national contract resource becomes available. (If additional Shower Contractors are needed, they will be contracted by NIFC.)

A designated Contracting Officer Technical Representative (COTR) is

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to be requested by the incident on an Overhead Resource Order each time a National Contract Caterer or Shower Unit is assigned to an incident. (Refer to NWC 69.13 for list of COTR's)

23.7

CONTRACT ENGINES AND TENDERS (Refer to NMG 23.7)

The Northwest Area Interagency Contract for Engines and Tenders is a joint contract with Federal and State Agencies. **IT IS RECOMMENDED THAT AN IACR IS ORDERED WHEN UTILIZING CONTRACT RESOURCES.** Refer to NWC 22.20 for dispatching Interagency Contract Representative.

All Federal and State Dispatch Units will be provided a copy of the current Interagency Contract and listing of contract engines and tenders for the Northwest Area. The listing for engines has utilized the "Best Value" formula. The formula incorporates factors of: vehicle age, condition, 4 X 4 (or all wheel drive) capability, and foam proportioning system to determine which equipment best meets the needs of the agencies.

The following is the process for ordering Interagency Contract Engines and tenders

1. Dispatch Units will place Resources Order **ENGINES will be utilizing location and adjusted hourly rate based on BEST VALUE CALCULATION LISTING** in their local area, then within their "Neighborhood" (Refer to NWC 21.2.3) **ORDERS WILL BE PLACED WITH THE HOST UNITS.** If unable to fill through local and Neighborhood, the dispatch units will place Resource Order with NWC.
2. Dispatch Units will Resource Orders for **TENDERS with the most cost-effective contractor** (closest, lowest bid price) within their local area, Neighborhood (21.2.3) **ORDERS WILL BE PLACED WITH THE HOST UNITS.** If unable to fill, dispatch units will place Resource Order with NWC.

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The following is an example of the Engine Contract listing with adjustable hourly rate for Dispatch Priority:

Example Dispatch Priority Based on Best Value Analysis

		Current year to 10 years							
		Age old				20 - 2 points			
		Condition (Excellent - Good - Fair)				5 - 3 - 0 points			
		4X4				10 points			
		Foam Type of system				5 - 1 points			
		Type	Age	Condition	4X4	Foam	Bid Rate	Score	Disp. Rate
			20 - 2	5 - 3 - 0	10	5 - 1			
1	ENGINE B	6	2000 = 18	5	X = 10	N	\$98.98	33	65.98
2	ENGINE D	6	2001 = 20	5	X = 10	N	\$105.00	35	70
3	ENGINE E	6	1993 = 4	5	X = 10	N	\$105.00	19	86
4	ENGINE C	6	1991 = 0	5	X = 10	N	\$98.98	15	83.98

23.8 COMMISSARY (Refer to NMG 23.8)

All requests for national contract commissary units will be ordered through NWC. NWC will place the order with NICC. For additional contract information, contact USFS contracting at NIFC, 208-387-5347.

23.9 EQUIPMENT RENTAL RATES (Refer to NWC 79)

23.10 OTHER CAMP SERVICES

Laundry, Office and Camp "Setups" should be obtained through local procurement arrangements if possible, or ordered through the NWC on an Equipment Resource Order.

23.11 BAR CODE SYSTEM

(Refer to NWC 22.20 for description of what the Bar Code System consists of, and how to process the request. (At the present time, the "System" (Equipment) does not have NFES Numbers established and will be transported with one of the Bar Code Team members)

23.12 COMMERCIAL BUS SERVICES

Buses may be ordered direct from vendors by Forest Dispatch Units. Other Agencies may obtain bus services from these vendors by placing a Resource Order with a neighboring Forest as detailed in NWC 21.2.3.

23.13 FEMA - MOBILE EMERGENCY RESPONSE SUPPORT DETACHMENT (MERS) DISASTER RESPONSE COMMUNICATIONS AND LIFE SUPPORT EQUIPMENT

The FEMA MERS Unit is located in Bothel, Washington. It's primary mission is disaster response for FEMA, Regions 9 and 10; however, it may also be used nation-wide in support of other FEMA regions. The detachment maintains 67 vehicles which support communications and life support systems. This equipment and supporting personnel

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can be used to assist and support other Agencies, if the need arises.

The FEMA MERS detachment Logistics Section is made up of personnel with a wide range of skills and equipment that can be used in conjunction with each other or stand-alone. The MERS unit will only be utilized after all federal, state and contracted systems are committed or otherwise unavailable.

The order for the FEMA MERS unit should be placed with the Northwest Coordination Center on an Equipment Resource Order.

NOTE: Two items which need to be completed prior to ordering: 1) a letter certifying that no civilian resources are available, and 2) a reimbursable agreement completed with the FEMA headquarters.

For additional assistance regarding the MERS support equipment and personnel you may contact one of the following:

Thomas R. Wright	(425) 487-4410
<u>To Order Call:</u>	(425) 487-4448 (24 hrs)
	1-800-395-6042

When ordering the MERS Unit Logistic Support, the following personnel and equipment will be provided:

PERSONNEL:

- Logistics Officer
- Logistics Specialist
- Automotive Mechanic (2 ea)
- Electric Power Controller
- Utility Systems Repairer (2 ea)

Other personnel can be provided, to supplement shift work and other needs if necessary.

EQUIPMENT:

- Generators 4KW thru 400 KW - Distribution Panels, Extension Cords, and Lighting
- Water Treatment Vehicle - 10 ea. 1000-gallon Storage Bladders with Jet Pump and Water Distribution System
- Heating and Air Conditioning Vehicle w/distribution ducts
- Water Tankers (2 ea) 3000-gallon
- Fuel Tankers (4 ea) 1200-, 2200-, 3000-gallon
- Mechanics Truck - Tools, Parts and Arc and Oxygen/Acetylene Welding Capability
- Cargo Trucks - 24-ft (Some with lift-gates)

24 - AIRCRAFT

GENERAL: Aircraft should be used for movement of personnel, equipment, and supplies whenever judgment indicates it is the most cost effective method to meet time frames. If time is the governing factor, use aircraft; if not, consider ground transportation. In any event, cost comparisons will be made and documented.

Only aircraft and pilots approved by the USDA Forest Service (USFS) or Office of Aircraft Services (OAS) will be used. Passengers of rental or contract aircraft are personally responsible for checking the aircraft and pilot approval certificates. The Aircraft Approval Certificate must be in the aircraft and the pilot must carry a Pilot Approval Certificate. If either is missing or not current, do not use the aircraft.

The following policies will be adhered to when dispatching Aircraft in the Northwest Area:

1. Only multi-engine aircraft will be used for instrument flying or night operations.
2. Check for pilots' flight and duty hours available for mission.
3. Night flight operations will be to and from lighted airports only.
4. Instrument flight operations will only be dispatched to and from airports with instrument approach facilities.

AIRSPACE COORDINATION: It is essential that all personnel involved in flight planning and aviation operations read, understand, and implement the procedures outlined in the **INTERAGENCY AIRSPACE COORDINATION GUIDE**. Roles and responsibilities are outlined in Chapter 2. Understanding and awareness of the procedures in the guide should improve aviation safety through coordinated use of the National Airspace System.

24.3 FLIGHT MANAGEMENT PROCEDURES -- FLIGHT FOLLOWING

In addition to responsibilities in NMG 24.3/67, the Sending and Receiving Units are to:

1. Ensure that flight crews are properly briefed as to check-in procedures with Sending Unit; ensure the Flight Manager and all other passengers are properly briefed on flight procedures and passengers' responsibilities, including check-in with Receiving Unit(s) upon arrival at destination(s).
2. Flight Plans will be communicated electronically, or faxed (either typed or handwritten) utilizing one or more of the following:
 - a. .MOB as directed by **NMG 21.2.1**
 - b. Aircraft Flight Request/Schedule (**Form 9400-1a**), NMG **Exhibit#4**, completed and forwarded electronically, or faxed, to Receiving Unit(s) within the Northwest Area or to NWC for resources

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moving outside the Northwest Area (NWC will forward to receiving GACC(s) with a "CC" to NICC).

3. Once flight has commenced, Sending Unit is to relay the ATD/ETE from the departure point, or updated (~30 minutes) intermittent departures point(s), to the Receiving Unit(s) within the Northwest Geographic area **VIA TELEPHONE**. If the Receiving Unit(s) is outside the NW Area, Sending Unit will relay ATD/ETE to NWC who will relay to Receiving GACC(s) and NICC as appropriate.
4. Requirements for Passenger/Cargo Manifests: **Refer to NWC 22.1 (Mobilization), NWC 22.2.1 (Demobilization) and NMG 22.3 (Crews)**.
5. It is the Incident Units' responsibility to initiate deconfliction procedures for flights involving Military Training Routes or Special Use Airspace as outlined in the "Interagency Airspace Coordination Guide", Chapter 2 Roles and Responsibilities.

24.3.1

OVERDUE, MISSING, AND DOWNED AIRCRAFT

An aircraft becomes "**overdue**" when it has failed to make check-in specified on the Flight Plan. An aircraft becomes "**missing**" when the stated fuel duration on the Flight Plan exceeds the time elapsed since initial takeoff.

A. "OVERDUE AIRCRAFT PROCEDURES"

- (1) At 30 minutes past the planned ETA or Check-in, Receiving Unit Dispatcher will contact Sending Unit Dispatcher, who will contact all Intermediary Unit Dispatchers, to determine if aircraft can be contacted on designated radio frequencies.
- (2) After 15 minutes of effort to contact the aircraft by radio, Dispatcher(s) involved will confer with local FAA Flight Service Station(s) to determine if aircraft has landed at local airport along the flight route. Aircraft owner will be contacted to determine if pilot has made a check-in. These efforts will continue until the time the planned fuel duration of the aircraft has been exceeded, at which point aircraft will be declared "**missing**".

B. "MISSING" AND "DOWNED" AIRCRAFT PROCEDURES

REFER IMMEDIATELY TO APPROPRIATE AGENCY AIRCRAFT CRASH, SEARCH, AND RESCUE GUIDE!!

24.4 AIRBORNE THERMAL INFRARED (IR) FIRE MAPPING

24.4.1

INFRARED SERVICES/ PACIFIC NORTHWEST

Infrared mapping services are available for use on any wildland fire activity and are obtained through the

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Northwest Coordination Center in accordance with the National Infrared Operation Plan. Requests to NWC will be via Resource Order and will have a completed Infrared Aircraft Scanner Order, NMG Exhibit 5, electronic or faxed to NWC, providing specific information.

Priorities for requesting infrared services:

- a. Saving life or property
- b. Inversion over fire consider the following:
 - 1) Size
 - 2) Potential
 - 3) Values
- c. Detection
- d. Mop-up
- e. Resource Activity

24.5 LEAD PLANES (REFER TO NMG 24.5 AND NWC 24.10.5)

24.6 AERIAL SUPERVISION MODULES (ASM1) (REFER TO NMG 24.6)

24.7 AIR TACTICAL AND RECONNAISSANCE AIRCRAFT (REFER TO NMG 24.7)

24.8 LARGE TRANSPORT AIRCRAFT (REFER TO NMG 24.8)

24.9 HELICOPTERS

24.9.2 INTERAGENCY HELICOPTERS

All USDI helicopters are solicited, inspected, and approved by the Office of Aircraft Services (OAS). All USFS helicopters are solicited, inspected and approved by the Regional Aviation Personnel. OAS and USFS honor each other's inspection certifications.

24.9.3 USDI/BIA CONTRACTED OR RENTAL AGREEMENT HELICOPTERS - TYPE 3 AND TYPE 4 (LIGHT)

Contract or rental agreement light helicopters are stationed within the Northwest Area Office jurisdiction. The primary responsibility of BIA contracted aircraft is to provide fire protection to the reservation where they are stationed. BIA aircraft in use off-reservation may be immediately recalled to respond to a fire on the home reservation.

24.9.4 USDI/BLM CONTRACTED OR RENTAL AGREEMENT HELICOPTERS -TYPE 3 AND TYPE 4 (LIGHT)

Contracted or rental agreement light helicopters are stationed within Oregon and Washington State Office jurisdictional boundaries.

24.9.5 USDA/USFS CONTRACTED OR RENTAL AGREEMENT HELICOPTERS - TYPE 3 AND TYPE 4 (LIGHT)

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A. FIRE CONTRACTED HELICOPTERS

Region 6 annually contracts for helicopters which are used primarily for incident initial attack use. When not being used for fire suppression, helicopters and crews can perform helispot maintenance, training, or do project work. Helicopters may be moved to an alternate base of operations with prior concurrence of the NWC Emergency Operations Manager. These actions are taken at the direction of the Host Unit after checking with their Neighboring Units and Cooperators before committing helicopters to other projects.

The following actions require prior approval from the NWC Emergency Operations Manager:

1. Any planned action which makes the helicopter unavailable for dispatch for 30 minutes or more.
2. Assignment to a project fire.
3. Placing a backup helicopter on duty.
4. Reassignment to a new base of operation for 2 or more days.
5. Pre-, post-, and regular-season "add-on" helicopters.

When fire-contracted helicopters with helitack units are dispatched off-unit, they will come with their normal daily staffing unless additional personnel and/or equipment are requested.

B. INCIDENT RELATED CALL-WHEN-NEEDED (CWN) HELICOPTERS

There are numerous rental agreement (CWN) helicopters procured within the region.

CWN helicopter contractors are assigned to a Host Forest Unit for administrative purposes and processing of Flight Invoices. A designated Contracting Officer's Representative (COR) is assigned at each Host Forest Unit.

For incident related use, NWC 21.2 ordering procedures will be utilized. If the Host Forest Unit cannot be contacted, requests may be made direct to the Contractor. If orders are placed direct with Contractor, a courtesy call will be made to the Host Forest Unit to advise of action taken. Orders for helicopters from outside the "neighborhood" boundaries will be placed through NWC.

It is the responsibility of the Ordering Unit to verify with the Contractor that Flight and Duty Limitation requirements can be met. Dispatch Units should be certain to select the Contractor which can perform the mission safely and is the most cost effective to the government and

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documented accordingly on the Resource Order.

Resource Orders for Type 3 and Type 4 (Light) CWN helicopters with module will include a Overhead Order for Module (Individual Request numbers for each crew member) unless the requesting unit specially states they will furnish the Module on their unit.

When CWN helicopters are ordered, they will be sent to a designated off incident mobilization area (Airport Fix Base Operator), where both helicopter and module will assemble. When the helicopter and module are assembled, they will proceed, as an unit, to the incident.

Order CWN Helicopter with contractor provided services and support as desired.

In addition to flight following procedures for aircraft, support vehicles for helicopters must be tracked. Support vehicles should be instructed to call the Sending Unit Dispatcher at each stop en route and upon reaching final destination to relay status and be in contact for communications relating to assignment and status of helicopter.

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The Standard module for a Type 3 and Type 4 (Light) Helicopter consists of: A MANAGER AND TWO CREW MEMBERS.

24.9.6 **TYPE 2 (MEDIUM) SINGLE PILOT OPERATIONS**

(Reference USDA Forest Service (WO) 5710 letter dated March 3, 1998). Department of Agriculture (USFS) and Department of Interior (OAS) Agencies Standard Operating Procedures are as follows:

1. Forest Service and OAS will conduct helicopter operations with one pilot regardless of the number of passenger seats, unless required otherwise by the aircraft type certificate.
2. When carrying passengers in IFR conditions, and when conducting Night Vision Goggles (NVG) working missions, a qualified two-pilot crew is required.
3. When operating with a single pilot, a qualified Helicopter Manager will be required on all flights with ten or more passengers.

A Standard module consist of:

Type 2 Standard = A MANAGER PLUS THREE CREW MEMBERS.

Type 2 Restricted = A MANAGER ONLY

24.9.7 **TYPE 1 (HEAVY) CWN NATIONAL RESOURCES.**

Type 1 helicopters will be ordered through NWC, which will place the request with NICC. A cost analysis is to be completed and retained as part of the incident documentation.

A Type 1 Helicopter module consist of:

Type 1 Standard = A MANAGER PLUS FOUR CREW MEMBERS.

Type 1 Restricted = A MANAGER ONLY

24.9.8 **SPECIALTY HELICOPTERS**

Specialty helicopters such as FLIR equipped, etc., will be dispatched with qualified manager and/or module.

24.9.9 **STATE OF WASHINGTON (WAS) HELICOPTERS**

The State of Washington (WAS) Department of Natural Resources have USFS-inspected and approved helicopters and pilots for transporting passengers and cargo, conducting bucket operations, and reconnaissance missions within specified limitations. **USDI agencies may utilize WAS helicopters and pilots in accordance with OAS acceptance of USFS approval.**

Individual pilots may be approved for passenger and reconnaissance flights by Pilot Approval Card (FS 5700-3A). Helibase or helicopter managers must ascertain qualifications of each pilot prior to assignment of duties. **Reference NWC 84.3 for list of approved helicopters and pilots.**

Washington DNR helicopter flights with federal employees on board, the following procedures will apply:

1. Pilots shall wear personal protective equipment as specified

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in **FSH 5709.12, 52.1.**

2. Helicopters will be loaded in accordance with the Interagency **Helicopter Load Calculation Method**, when personnel and non-jettisonable cargo is transported. For jettisonable loads, weight calculations will be done in accordance with the Interagency method; except the download factor need not be applied.
3. When transporting passengers, loose fire fighting tools and/or other hazardous objects shall not be carried in passenger compartment. Tools may be carried with passengers when secured in sturdy containers, as approved by the USFS Regional Aviation Officer.
4. Only flight crew members may be on board during sling load operations.

24.9.10 **REGIONAL NATIONAL GUARD HELICOPTERS**

Refer to "OPLAN SMOKEY" (Dispatch Units should be certain a current copy is on file and available for reference.)

24.9.11 **LOCAL "FIRE USE ONLY" HELICOPTERS**

Helicopters approved for "Local Fire Only" cannot be used on complex (multiple aircraft) incidents.

24.10 **AIR TANKERS AND LEAD PLANES**

24.10.1 **AIR TANKER EARLY ACTIVATION (NMG 24.10.1)**

24.10.2 **MAFFS (NMG 24.10.2)**

24.10.3 **SINGLE ENGINE AIR TANKERS (SEATS) (NMG 24.10.3)**

24.10.4 **AIR TANKER DISPATCHES (LOADED VS EMPTY)**

Ordering Units may request air tankers loaded or empty. Some aircraft have capabilities and flight limitations which may preclude the dispatch of loaded air tankers.

24.10.5 **NORTHWEST AREA AIR TANKER AND LEAD PLANE DISPATCHES**

The NWC Emergency Operations Manager has delegated authority to move air tankers and lead planes from one base to another to meet overall readiness needs.

Air tankers and lead planes may be ordered from neighboring geographic areas for initial attack without going through NICC. NWC may order air tankers/lead planes directly from Northern Rockies, Eastern Great Basin, West Great Basin, and Northern California. Neighboring GACCs may order Northwest's air tankers/lead planes through NWC with the approval of the Emergency Operation Manager or acting. If the air tanker/lead plane is committed longer than 24 hours a resource order must be processed through the normal dispatch channels. Normal commit protocols will apply with the Sending

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Unit completing and mailing the commit message.

The Host Unit dispatcher will place air tankers and lead planes in alert status in accordance with specific action and Readiness Guide (**refer to NWC 26.7**) and will respond to requests for initial attack flights to incidents.

The Ordering Unit will determine which air tanker base to use for initial attack and reinforcement based on the following criteria:

1. Shortest flying distance from the airport to the incident (i.e. an incident on LAD land near Klamath Lake, will order an air tanker from primary base (LMT). If an air tanker is not available, LAD may go to the secondary base (MFR) for an air tanker). **Refer to NWC 28.16, Air Tanker Dispatch Guide Map (EXHIBIT 12).**
2. Fastest response time considering aircraft type, without overflying a closer base.
3. Weather conditions at the airport that may slow the response time (i.e. high winds).
4. Air traffic or congestion at the airport that may slow the response time.

State of Oregon Units/Districts may order air tankers directly from local Forest Service (National Forest) or through Salem Coordination Center.

The following is a list of Northwest air tanker bases and their associated Units, who may order **INITIAL ATTACK** air tankers direct to Host Base Dispatcher. (**CONSIDERATION NEEDS TO BE GIVEN TO CLOSEST IA RESOURCE AVAILABLE**) Lists may not be all inclusive.

<u>BASE</u>	<u>HOST DISP</u>	<u>UNITS</u>
Medford (Reload)	MIC	UPF, EIC, KFC, SUF, GPC, KNF(R-5), SRF(R-5), LFC, MED, CBD, ROD, ORS, CDF THRU KNF(R-5), NZF WITH FOLLOW UP TO NWC.
Redmond	COC	EIC, MAF, MHF, SUF, COC, LFC, WSA, SAD, BIC, VAD, ORS, JDP, KFC, GPF, PIC.
La Grande	NOC 1), DOD	PIC, MAF, PAF(R-4), NPF(R- NOC,UMA, VAD, BIC, ORS, BOARDMAN, UMR, JDP.
Klamath Falls	KFC	COC, RRF, LFC, KFC, CNP, BNP, UKR, UPF, ORS, KNF(R-5),

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MNF(R-5),NZF WITH FOLLOW UP
THRU NWC, CDF (IA ONLY)

Moses Lake CWC

OKF, COF, PSC, GPF, CWC, COA,
YAA, SPA, SPD, CDP, COR,
LPR, TBR, WLR, RFR, WAS (ALL
REGIONS),DOE-HANFORD,DOD
YAKIMA, IPF(R-4)

Troutdale MHF
(Reload)
(North Zone, Ca.) NWC

SAD, GPF, EIC, MHF, WSA, ORS,
WAS (SOUTHWEST AND SOUTHEAST)
SOUTH END BORDERING UNITS
WILL ORDER IA AT'S THROUGH
NWC, WHO WILL ORDER AND
NOTIFY NICC.

The Host Base Dispatcher will notify the NWC Emergency Operations Manager of all dispatch actions. The Host Base Dispatcher will also notify Dependent Units and Cooperators in their area of influence when air tankers are committed or otherwise unavailable.

A LEAD PLANE IS REQUIRED TO ACCOMPANY ANY MISSION WHERE TWO OR MORE AIR TANKERS WILL BE OVER THE FIRE AT THE SAME TIME, OR ON ANY MISSION WHERE THE AIR TANKER PILOT IS NOT INITIAL ATTACK RATED, MAFFS ARE ORDERED FOR THE INCIDENT, OR THE FIRE IS IN A CONGESTED AREA. (REFER TO FAR 91.119 (b) AND (c), TO USFS GRANT OF EXEMPTION, TO THE INTERAGENCY AIRSPACE COORDINATION GUIDE AND TO AGENCY MANUALS/HANDBOOKS).

A LEAD PLANE SHOULD BE ORDERED WHEN FOUR OR MORE AIR TANKERS ARE INITIALLY ORDERED FOR AN INCIDENT, OR DURING INCLEMENT WEATHER, WHEN POOR VISIBILITY AND/OR TURBULENCE IS ASSOCIATED WITH THE INCIDENT, OR WHEN REQUESTED BY AN AIR TANKER PILOT OR AIR ATTACK GROUP SUPERVISOR AT THE INCIDENT.

AN AIR ATTACK GROUP SUPERVISOR SHOULD BE ORDERED WHEN FOUR OR MORE AIR TANKERS ARE INITIALLY ORDERED FOR AN INCIDENT, OR DURING INCLEMENT WEATHER, WHEN POOR VISIBILITY AND/OR TURBULENCE IS ASSOCIATED WITH THE INCIDENT, OR WHEN AN INCIDENT HAS BEEN DIVIDED INTO TWO OR MORE BRANCHES.

(REFER TO THE INTERAGENCY LEAD PLANE OPERATION GUIDE (ILOG))

The use of a lead plane increases the effectiveness, economy, and safety of air tanker operations. It is recommended that a lead plane be dispatched whenever an air tanker is ordered.

Host Base Dispatcher will send the Billing Forest a copy of the Resource Order, with estimated costs, as soon as completed. (For USFS incidents, the Billing Forest is referred to as "Fire Forest".) Host Base Dispatchers should refer to Forest service Handbook 6509.11K for billing procedures to USFS Units and Cooperators.

All resource orders for tactical aircraft will include the following:

1. Legal Description of fire.

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2. Latitude and Longitude of fire.
3. Radio Frequencies to be used.
4. Ground Contact and/or Air Attack call Identifier.
5. Flight Hazards.
6. Other Aircraft in area.
7. Reload Site.
8. VOR's (to be established by Air Tanker Base Dispatcher)
9. Military Training Routes and Special Use Airspace.

Lead planes and air tankers will contact the Requesting Unit Dispatcher upon arrival and upon departure. This information should be documented on the resource order form and forwarded to Host Base Dispatcher.

In addition to regular bases of operation, there are air tanker reload facility located at Troutdale, Oregon. This site is available to be activated as a reload base to support project fire activity or as home bases during extreme fire danger. Requests to activate any of this base will be made by the NWC Emergency Operations Manager who will issue specific directions. Air tanker bases and this reload base will not exceed the number of air tankers to be accommodated as indicated in the **Aerial Retardant Base Guide**.

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24.11 TEMPORARY FLIGHT RESTRICTIONS, FAR 91.137

Reference the **INTERAGENCY AIRSPACE COORDINATION GUIDE** at www.fs.fed.us/r6/fire/aviation/airspace for pertinent information. For additional assistance contact the Northwest Area Airspace Coordinator (Julie Stewart Ph. 503-808-6728).

To prevent congestion of nonessential aircraft over a disaster area, Unit Dispatcher will: 1) document request for Temporary Flight Restriction on an Aircraft resource order and 2) contact appropriate Air Traffic Control Center (SEATTLE or SALT LAKE CITY). **Reference Airspace Contact Phone List, NWC 24.13.1.**

Flight restrictions involving Military Training Routes require additional notification of that closure to the scheduling military base. (NMG 24.12 and to NWC 24.12)

WHEN RESTRICTIONS ARE NO LONGER NEEDED, UNIT DISPATCHER WILL TERMINATE, OR DOWNSIZE THE CLOSURE WITH AIR ROUTE TRAFFIC CONTROL CENTER.

24.11.1 NEWS MEDIA AIRCRAFT

Project fire activity generally attracts news media attention. For further information, contact **Julie Stewart at 503-808-6728.**

24.12 MILITARY TRAINING ROUTES AND SPECIAL USE AIRSPACE:

When requesting the interruption of MTR/MOA. Unit Dispatchers need to contact the scheduling activity/agency. For Military Training Routes, phone numbers of all scheduling activities are located in DOD AP-1B. For Special Use Airspace (Military Operations Areas, included) phone numbers are located in DOD AP-1A. **(Refer to NMG-24.12 and the Interagency Airspace Coordination Guide)** for specific pertinent information to be provided). The AP-1B may be ordered from:

**Defense logistics Agency
Phone: 1-800-826-0342**

24.13 AIRSPACE CONFLICTS: REPORTING AND FOLLOW UP:

Violations of airspace restrictions must be reported immediately by telephone to the Area Manager or Military Desk located at the Air Route Traffic Control Center (SEATTLE or SALT LAKE CITY). The center can get an immediate response to the aircraft being reported and make positive identification of the aircraft required for follow-up action. **The "key" is immediate telephone notification!** Report violation immediately to Unit Aviation Officer and the Interagency Airspace Coordinator. The Unit Aviation Officer will follow normal incident reporting procedures and follow up with submitting an **SAFECOM report Form, 5700-14 (USFS) or OAS 34 (DOI).** Consult **Interagency Airspace Coordination Guide, Chapter 8,** for further information.

24.13.1 CRITICAL AIRSPACE CONTACTS

NORTHWEST AREA AIRSPACE COORDINATOR	JULIE STEWART	503-808-6728
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NORTHWEST MOBILIZATION GUIDE

	Cell Phone	503-780-0097
AIR ROUTE TRAFFIC CONTROL CENTER (ARTCC)		
Seattle ARTCC (TFR Coordination)		253-351-3520
SEA ARTCC Military Desk		253-351-3523
Salt Lake City ARTCC (TFR Coordination)		801-320-2560
FAA Command Center (24 Hour Number)		425-227-2000/1999
SEA Tower		206-768-2900
PDX Tower		503-493-7500
Seattle FSS		206-764-6609/6606
McMinnville FSS		503-474-2846
Washington FSDO (Seattle)		425-227-1813
Oregon FSDO (Hillsboro)		503-681-5500
Idaho FSDO (Boise)		208-334-1238
FAA NW MTN REGION: Airspace Management		425-227-2507/2530
DARR (Department of Army Representative to FAA)		425-227-2952
AFREP (Air Force Representative to FAA)		425-227-2947/2949
NAVREP (Navy/Marine Representative to FAA)		310-725-3910
ATREP (FAA Representative to NAS Whidbey)		360-257-1314
NAS Whidbey (DO NOT USE TOLL FREE NUMBER)		360-257-2877/1283
NAS Lemoore		559-998-1034
McChord AFB		253-982-9925
		253-982-3615
		888-297-6973
Fairchild AFB Base Operations		509-247-5435
Moffett AFB		650-603-9356/9357
Mountain Home AFB		208-828-2172/4722
Ft. Lewis Base Operations		253-967-6628
Washington Army National Guard (Switchboard)		253-912-3806
Washington Air National Guard (Fairchild AFB)		509-247-7001
Oregon Air National Guard (For LMT and PDX)		800-858-8334
Oregon Army National Guard		503-584-3930
Idaho Air National Guard		208-422-5348

24.14 TEMPORARY AIRPORT CONTROL TOWER OPERATIONS

In situations where airports without full time control towers begin to have heavy air traffic, a portable tower with FAA controllers should be ordered through NWC. NWC will order through NICC. (Reference Chapter 11, Using Temporary Air Traffic Control Towers, Interagency Airspace Coordination Guide). A lead time of eight hours is desirable when ordering per NMG 24.14.

Notify Julie Stewart (Airspace Coordinator), when the control tower is ordered, at number 503-808-6728.

24.14.1 TEMPORARY EMERGENCY RADIO FREQUENCY ASSIGNMENTS

When the aircraft communication load on a going fire is too congested to be handled by existing fire and air operation networks, temporary emergency frequencies may be obtained from NICC as follows:

1. Unit Dispatcher should request FAA VHF Air to Air frequency

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through NWC on an Aircraft Resource Order. NWC will contact NICC to obtain frequencies.

2. Specify incident name, prominent geographical location, and area of aircraft operations (100 mile radius of central location). Give location by Incident Name, Latitude/Longitude, Elevation, and VORs. Example: Bridge Creek Fire (approx. 10 mi. west of Bend, Or), Lat 44 degrees, 10 minutes; Long. 121 degrees, 34 minutes, Elevation 4700', VOR 203 degrees, 18 nautical miles off Redmond, Or).

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2. When the frequency is no longer needed, notify NWC and the center will cancel with NICC.

24.15 INTERAGENCY INTERM FLIGHT AND DUTY LIMATIONS (REFER TO NMG 24.15)

24.16 AIRPORT CLOSURES

When the need for an airport closure is identified, contact should be made with the Agency Aviation Officer or Agency Aviation Safety Officer for information and assistance. **(Reference Interagency Airspace Coordination Guide)**.

Whenever a closure is requested, notify the Interagency Airspace Coordinator (Julie Stewart 503-808-6728).

24.17 BLASTING ACTIVITY

The Department of Defense is concerned that electronic warfare equipment on certain military aircraft could initiate a premature explosion of blasting equipment. Blasting operations using "NONEL" (Non Electric Blasting Caps) are not at risk; i.e. Fireline Explosives. Operations using "EBC" (Electric Blasting Caps) are at risk of premature detonation under a variety of circumstances which could cause debris to affect low flying aircraft. Advance notice (24 hours) of planned blasting activity should be forwarded to appropriate DOD Scheduler.

24.18 AVIATION INTERNET WEB SITES

WWW.FAA.GOV	Federal Aviation Administration
WWW.OAS.GOV	Office of Aircraft Services
WWW.NOAA.GOV	National Oceanic and Atmospheric Administration
WWW.FS.FED.US/	Forest Service

25 - INTELLIGENCE AND PREDICTIVE SERVICES

25.1 INCIDENT STATUS SUMMARY (LARGE FIRE REPORT)

25.1.1 INCIDENT STATUS SUMMARY (ICS 209) TO NORTHWEST COORDINATION CENTER

The Incident Status Summary is required for all Class D (100+ timber/brush acres) and Class E (300+ grass acres) and larger incidents. (Refer to NMG 25.1 and 28.7 Exhibit 7). Summary reports may also be requested for incidents not meeting general criteria if deemed necessary by the Emergency Operations Manager or Center manager.

The Incident Status Summary (ICS 209) will be submitted by Units to the Northwest Coordination Center by 1900 hours daily based on the incident situation at that time. The first summary will cover the period from the beginning of the incident to 2100 hours (if at least 4 hours have elapsed.) Thereafter the summary will cover the 24-hour period ending at 1900 daily until the incident is declared under control.

The ICS 209 is submitted electronically by the agency that has protection responsibility for the fire regardless of who administers the land. If the protection agency is non-Federal and chooses not to meet federal reporting standards then the Federal agency which has administrative jurisdiction will submit the ICS 209.

The ICS 209 is also required for Wild land Fire Use (WFU) Events and for wild land fires where confinement is the strategy employed as the appropriate management response. An ICS 209 will be submitted to NWCC when the event exceeds The 100/300 acre requirement. Subsequent reports are required when the fire reaches 1000 acres in size and every time the fire doubles in size thereafter, unless there is significant resource commitment or natural resource loss. These reports should be submitted daily until resources are demobilized or loss or potential for loss has been mitigated. Incidents requiring an ICS-209 must be reported using the electronic ICS-209 form, which will automatically transfer incident information to the Interagency Situation report.

References: ICS-209 User's Guide is available at:
<http://www.fs.fed.us/fire/planning/nist/distribu.htm#>

25.2 GEOGRAPHIC AREA REPORT TO NICC

25.2.1 NORTHWEST AREA INTERAGENCY SITUATION REPORT

Situation Report is a web-based application. Beginning Monday following the first Sunday in April, and daily Thereafter through the end of October, it is Recommended that each Unit report their fire and

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Resource status to the Northwest Coordination Center no Later than 1700 hours. The reporting period is from 0001 until 2400. NICC will retrieve the reports from the web application by 02:00 MDT the following day or as activity warrants.

REFERENCES: SIT - Sit Report User's Guide

User's Guide is available at:

<http://www.fs.fed.us/fire/planning/nist/sittable>

RESOURCES - **REPORT STATUS** of those resources that are **PHYSICALLY LOCATED** on your Unit (i.e., Winema NF will report status of Air Tankers T-60 and T-06 **DAILY** only when those resources are physically located at Klamath Falls Base. Warm Springs Agency will report status of the Warm Springs Type 1 Crew **DAILY** only if physically located within the Warm Springs unit; the Burns District will report status of Fire Contract Helicopter **DAILY** only when physically located at Base or within host unit boundaries.)

* **AVAILABLE:** Report each TYPE and NUMBER of resource that is available for dispatch to an incident.

* **COMMITTED:** Report each TYPE and NUMBER of resource that is committed to wild land or RX/WFU fires on your unit **that do not require an ICS 209.** Fires Meeting the 100/300 requirement should only Be reported in the Incident Information Section of the Daily Situation Report.

SHOW RESOURCES AS AVAILABLE UNLESS MANDATORY DAY OFF. Units may project resources that will be available the next day.

In accordance with national direction, the **NORTHWEST COORDINATION CENTER** will amend Situation Report Data to reflect resources committed **OUTSIDE** the Northwest Area, which will not be reported.

25.2.2 -

PREDICTIVE SERVICES

Predictive Services formulates short and long-range fire risk assessments for field units, area coordinators and national level managers. **Daily** severity indices are posted for 12 analysis areas in the Northwest and are displayed in the AM Shared Resources Briefing on the NWCC website.

A 10-day Severity Assessment is posted every Tuesday afternoon, which contains information on current and projected fire weather and severity for the same 12 analysis zones. A **monthly** fire danger over a 30-day period is posted on or about the last week of each month throughout the year.

The assessment documents are located on the **Decision Support** page of the Northwest Coordination Center website

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located at www.or.blm.gov/nwcc/index

26 - PACIFIC NORTHWEST INTERAGENCY PREPAREDNESS PLAN

Preparedness levels are established by the Operation Manager at NWC during the designated activity season (April 7 to October 31). At each preparedness level, a recommended set of actions is provided. These documented actions are to be considered by each participating Federal Agency Unit with the objective of providing information to make adequate decisions for the preparation of readiness for a potential wild land fire incident.

HOW PREPAREDNESS LEVELS ARE DETERMINED

Preparedness levels will be determined by the Northwest Coordination Center Manager with primary input for the decision based on current activity, severity, and resource availability. The Center Manager will also take into consideration the subjective criteria that cannot be determined by the above computations. The levels will be determined for 3, 10, and 30 days from the initial computation date and will be posted daily on the NWC web site at www.or.blm.gov/nwcc/index

PREPAREDNESS PLAN CRITERIA

Specific information on the formulation of the preparedness levels and the actions to be considered at each level are delineated in the Pacific Northwest Interagency Preparedness Plan. Though the plan does not contain actions taken by State wildland fire protection agencies, it does provide for coordination with them at each preparedness level.

UNIT REPORTING REQUIREMENTS

In order to provide for valid information in support decisions, it is the responsibility of each participating Federal Agency Unit to submit accurate and timely Situation Reports daily, to communicate promptly with the NWC Manager situations and concerns needing special consideration in the determination of the preparedness levels, and to support actions proposed or implemented under this plan.

26.6 USDI/BIA PLANNING LEVEL

Each Agency will maintain a satisfactory state of preparedness at all times for wild land fire control and management. Plans should be kept current for each specific management area within the Agency.

Agencies are required to establish procedures insuring that acquisition authority is available to meet fire pre-suppression and fire suppression needs. Agencies shall, within their authority, issue acquisition orders and shall properly document prior to goods or services being provided.

The Portland Area Contracts Office will identify three warranted contract officials at the Area Office who can be contacted to act when acquisition needs exceed authorities. The Area Contracts Office will insure the availability of the Area Office Procurement authority to handle all necessary emergency fire procurement, except when the Incident is managed by an Interagency Incident Management Team with a

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qualified Procurement Unit Leader.

The Line Program Officer at each field location is responsible to assure that acquisition authority sufficient to meet needs is acquired prior to the commitment of federal funds through the coordination of the Area CO.

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26.7

SPECIFIC ACTION AND READINESS GUIDE

UNIT REGION 6 ACTIVITY INITIAL ACTION YEAR 2001

Prevention, Detection, Initial Action

LEGEND:

|
|
| **X:** Specific Action **R-1:** Abnormal Human-Caused **V-1:** Visibility/5-8
Mile|
| To Be Considered **R-2:** Predicted Lightning **V-2:** Visibility/
|
| **O:** Readiness Action **R-3:** Suspected Sleepers Less Than 5
Mile|
| To Be Considered (Use X or O With Above)

(#)	POSITION OR ACTION NEEDED	FIRE DANGER RATING					
		1	2	3L	3H	4	
5							
1	<u>TYPE 1 - NATIONAL OVERHEAD TEAMS</u>						
	<u>A.</u> Ready to report within 2 hours						
	during Regular Scheduled Workday.				X	X	
X							
	<u>B.</u> The NWC Operations Manager has the						
	prerogative to put "UP" Team on Paid						
	Standby as determined by Northwest						
	Area fire situation. Unless otherwise						
	stated, Paid Standby Hours will be						
	0900-1800 (1-Hr. Lunch).				O+R	O	
O							
	NW National IMT schedule is located at:						
	www.or.blm.gov/nwcc/index						

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[illegible]

NORTHWEST MOBILIZATION GUIDE

26.7

SPECIFIC ACTION AND READINESS GUIDE

UNIT	REGION 6	ACTIVITY	INITIAL ACTION	YEAR	2001
------	----------	----------	----------------	------	------

Prevention, Detection, Initial Action

LEGEND :

X: Specific Action	R-1: Abnormal Human-Caused	V-1:
Visibility/5-8Mile		
To Be Considered	R-2: Predicted Lightning	V-2: Visibility/
O: Readiness Action	R-3: Suspected Sleepers	Less Than 5
Mile		
To Be Considered	(Use X or O With Above)	

(Use X or O With Above)

(#)	POSITION OR ACTION NEEDED	<u>FIRE DANGER RATING</u>						
		1	2	3L	3H	4	5	
2	<u>TYPE 2 - AREA OVERHEAD TEAMS</u>							
	<u>A.</u> Ready to depart within 2 hours during							
	Regular Scheduled Workday.				X	X	X	
	<u>B.</u> The NWC Operations Manager has the							
	prerogative to put Area Teams on							
	paid standby as determined by the							
	Northwest fire situation.					O	O	

[illegible]

SPECIFIC ACTION AND READINESS GUIDE

NWC

NORTHWEST MOBILIZATION GUIDE

Prevention, Detection, Initial Action

LEGEND :

X: Specific Action	R-1: Abnormal Human-Caused	V-1:
Visibility/5-8Mile		
To Be Considered	R-2: Predicted Lightning	V-2: Visibility/
O: Readiness Action	R-3: Suspected Sleepers	Less Than 5 mile
To Be Considered	(Use X or O With Above)	

(#)	POSITION OR ACTION NEEDED	FIRE DANGER RATING						
		1	2	3L	3H	4	5	
3	<u>INTERAGENCY HOTSHOT CREWS - TYPE 1</u>							
	Regular Work Hours: 0900-1800 (1-Hr.Lunch)							
	ENTIAT -- Days Off THU/FRI							
	LAGRANDE/UNION -- Days Off FRI/SAT							
	ZIGZAG/WINEMA -- Days Off FRI/SAT							
	REDMOND/PRINEVILLE -- Days Off SUN/MON							
	WOLF CREEK/WARM SPG -- Days Off SAT/SUN							
	VALE -- Days Off SUN/MON							
	BAKER RIVER/ROGUE RIVER- Days Off FRI/SAT							
	<u>A.</u> During duty hours the crew will be							
	positioned either on standby or work							
	status within 2 hours of an airport							
	capable of handling a Boeing 727/737 or							
	other large transport aircraft.	X	X	X	X	X	X	X
	<u>B.</u> During emergency fire situations, the							
	NWC Operations Manager may request the							
	crew be moved and standby with the							

NORTHWEST MOBILIZATION GUIDE

		aircraft at designated airport.						
		C. NWC Operations Manager has the						
		prerogative to stage crews						
		at locations as determined by the Northwest						
		Area fire situation.				0	0	0
		Note: On a case-by-case basis, and with prior						
		concurrence of NWC Operations Manager,						
		IHC's may be used on projects where the						
		travel time exceeds 2 hrs. to an airport.						
		While on these projects, the crews must						
		still be available for immediate dispatch;						
		therefore, a plan for replacement of the						
		crew must be submitted when proposed.						
		<u>OTHER CREWS WITHIN NORTHWEST AREA</u>						
		NWC Operations Manager has the prerogative						
		to stage crews at locations as						
		determined by the Area fire situation.				O+R	0	0

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SPECIFIC ACTION AND READINESS GUIDE

UNIT REGION 6 ACTIVITY INITIAL ACTION YEAR 2001
Prevention, Detection, Initial Action

| **LEGEND:**

X: Specific Action Visibility/5-8Mile To Be Considered	R-1: Abnormal Human-Caused R-2: Predicted Lightning R-3: Suspected Sleepers	V-1: V-2: Visibility/ Less Than 5 Mile
(Use X or O With Above)		
(#)	POSITION OR ACTION NEEDED	FIRE DANGER RATING
		1 2 3L 3H 4 5
4	<u>SMOKEJUMPERS, PILOTS AND AIRCRAFT</u>	
	<u>A. REDMOND BASE</u>	
	Base complement: 35 SMOKEJUMPERS	
	35 on duty SUN, MON, TUE.	
	18 on duty WED, THU, FRI, SAT.	
	Regular hours: 0900-1800 (1-Hr. Lunch)	
	Two Smokejumper/Transport Aircraft	
	available 7 Days a week.	
	1. 1 load of smokejumpers with 1 aircraft	
	on at airport. Balance of Smokejumpers	
	available within 4 hrs. of airport.	X X X
	2. 2 loads of smokejumper with 2 aircraft	
	on duty at the airport. Balance	
	available at the airport.	X X X
	3. NWC Operations Manager has the	
	prerogative to put Smokejumpers and	
	Aircraft on paid standby as determined	
	by Northwest Area fire situation.	O+R O

NORTHWEST MOBILIZATION GUIDE

<u>B. NORTH CASCADES BASE</u>							
Base complement: 20 SMOKEJUMPERS							
1 load on duty SUN thru WED.	X	X	X	X	X	X	X
2 loads on duty THU, FRI, SAT.	X	X	X	X	X	X	X
Regular hours: 0900-1800 (1-Hr. Lunch)							
One Smokejumper/Transport Aircraft							
available 7 Days a week.	X	X	X	X	X	X	X
NWC Operations Manager has the prerogative							
to put Smokejumpers and aircraft on paid							
standby as determined by the Northwest							
Area fire situation.						O+R	O

NORTHWEST MOBILIZATION GUIDE

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SPECIFIC ACTION AND READINESS GUIDE

UNIT	REGION 6	ACTIVITY	INITIAL ACTION	YEAR
2001			Prevention, Detection, Initial Action	

LEGEND :

X: Specific Action	R-1: Abnormal Human-Caused	
V-1: visibility/5-8Mile		
To Be Considered	R-2: Predicted Lightning	V-2: Visibility/
O: Readiness Action	R-3: Suspected Sleepers	Less Than 5
Mile		
To Be Considered	Use X or O With Above)	

(#)	POSITION OR ACTION NEEDED	FIRE DANGER RATING					
		1	2	3L	3H	4	5
5	<u>LEAD PLANES</u>						
	<u>A. WENATCHEE</u> 0900-1800 HRS (OFF THUR/FRI)	X	X	X			
	<u>REDMOND</u> 900-1800 HRS. (OFF TUES/WED)	X	X	X			
	<u>REDMOND</u> 0900-1800 HRS. (OFF THUR/FRI)	X	X	X			
	<u>REDMOND</u> 0900-1800 HRS. (OFF WED/THUR)	X	X	X			
	<u>B. WENATCHEE</u> 0900-1800 HRS. OFF THUR/FRI-1ST WEEK)				X	X	X
	<u>REDMOND</u> 0900-1800 HRS. (OFF TUES/WED-1ST WEEK)				X	X	X
	<u>REDMOND</u> 0900-1800 HRS. (OFF THUR/FRI-1ST WEEK)				X	X	X
	<u>REDMOND</u> 0900-1800 HRS. (OFF WED/THUR-1ST WEEK)				X	X	X
	In A & B above, Lead Planes and Pilots						
	may be used on Admin Flights if						
	no going fire activity. Requires prior						
	concurrence of Northwest Coordination						
	Center Operations Manager.)						

	C.	Admin flights may be flown						
	with concurrence of NWC Operations							
	Manager and with continuous							
	communications.							
	D.	NWC Operations Manager has the						
	prerogative to put Lead Planes and							
	Pilots in paid standby status after							
	hours and days off (within flight hour							
	limitations) as determined by Northwest							
	Area fire situation.							
	NOTE:	Lead Plane Pilots will have						
	Flight gear with them at all times							
	when times Northwest Area has							
	Air Tankers on duty.							

SPECIFIC ACTION AND READINESS GUIDE

LEGEND :

NWC

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O: Readiness Action		R-3: Suspected Sleepers				Less Than 5 Miles						
To Be Considered		(Use X or O With Above)										
(#)	POSITION OR ACTION NEEDED					FIRE DANGER RATING						
						1	2	3L	3H	4	5	
6	<u>AIR TANKERS</u>											
		TANKER		DUTY	DAYS							
	LOCATION	TYPE	NUMBER	HOURS	OFF							
	MOSES LAKE	C130	T-133	0900-1800	THU							
	MOSES LAKE	P2V	T-06	0900-1800	MON							
	MOSES LAKE	DC7	T-62	0900-1800	FRI							
	REDMOND	P2V	T-12	0900-1800	WED							
	REDMOND	P3	T-27	0900-1800	TUE							
	K. FALLS	DC7	T-66	0900-1800	WED							
	K. FALLS	DC7	T-60	0900-1800	THU							
	LAGRANDE	C130	T-130	0900-1800	MON							
	LAGRANDE	DC4	T-65	0900-1800	TUE							
	<u>ALL AIR TANKERS:</u>					X	X	X	X	X	X	X
	The NWC Operations Manager											
	has the prerogative to preposition or											
	to extend hours as determined by the											
	Northwest Area fire situation.								O+R	O	O	O

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UNIT REGION 6 ACTIVITY INITIAL ACTION YEAR 2000
 Prevention, Detection, Initial Action

LEGEND:

X: Specific Action **R-1:** Abnormal Human-Caused **V-1:** Visibility/5-8Mile
 To Be Considered **R-2:** Predicted Lightning **V-2:** Visibility/
O: Readiness Action **R-3:** Suspected Sleepers Less Than 5 Mile
 To Be Considered **(Use X or O With Above)**

#	POSITION OR ACTION NEEDED	FIRE DANGER RATING					
		1	2	3L	3H	4	5
7	HELICOPTERS/RAPPELLERS						
	LOCATION DUTY HOURS						
	CHELAN, WA 0900-1800						
	JOHN DAY, OR 0900-1800						
	FRAZIER, OR 0900-1800						
	SLED SPRINGS, OR 0900-1800						
	MERLIN, OR 0900-1800						
	A. On 2-Hr. communication within Initial Attack Zone.	X					
	B. On 1-Hr. communication within Initial Attack Zone.		X				
	C. On continuous communication within Initial Attack Zone.			X	X	X	X
	D. NWC Operations Manager has prerogative to put Helicopters and Helitack Crews/Rappellers on paid standby after hours and days off as determined by the Northwest Area fire situation.				O+R	O	O

27 - RESOURCE ORDERING PROCEDURES FOR MILITARY ASSETS

27.1 ESTABLISHED RESOURCE ORDERING PROCESS

Refer to NMG 27.1 and to the Military Use Handbook, NFES #2175.

27.1.9 OREGON AND WASHINGTON NATIONAL GUARD Refer to agency-specific (ODF/USFS) directions in NWC 42.8.1.

During periods of critical fire conditions and resource shortages, the National Guard may be utilized, particularly for assistance with personnel transport and communications within their respective States. Requests for use of the National Guard will be processed by NWC through the Oregon Department of Forestry Coordination Center or Washington Department of Natural Resources Coordination Center.

National Guard Units can only be activated after the respective State Governor has declared that a "state of emergency" exists. Once the emergency situation is over, the National Guard must be released.

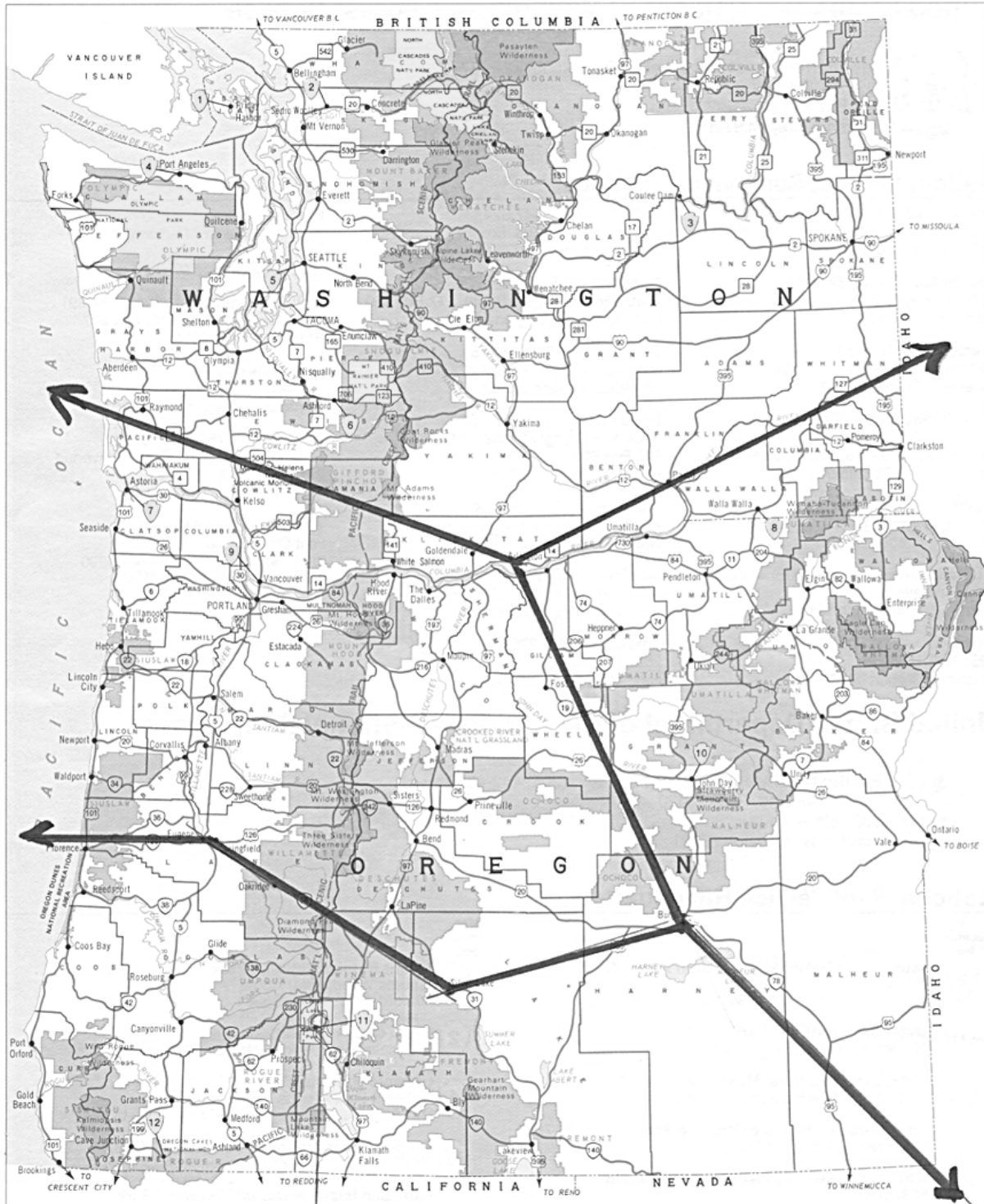
27.4 INTERNATIONAL OPERATIONS (REFER TO NMG 27.4)

NORTHWEST MOBILIZATION GUIDE

(EXHIBIT 12)

28.12

AIR TANKER DISPATCH GUIDE MAP



NORTHWEST MOBILIZATION GUIDE

(EXHIBIT 13)

28.13

NORTHWEST AREA SMOKEJUMPER DISPATCH GUIDE MAP

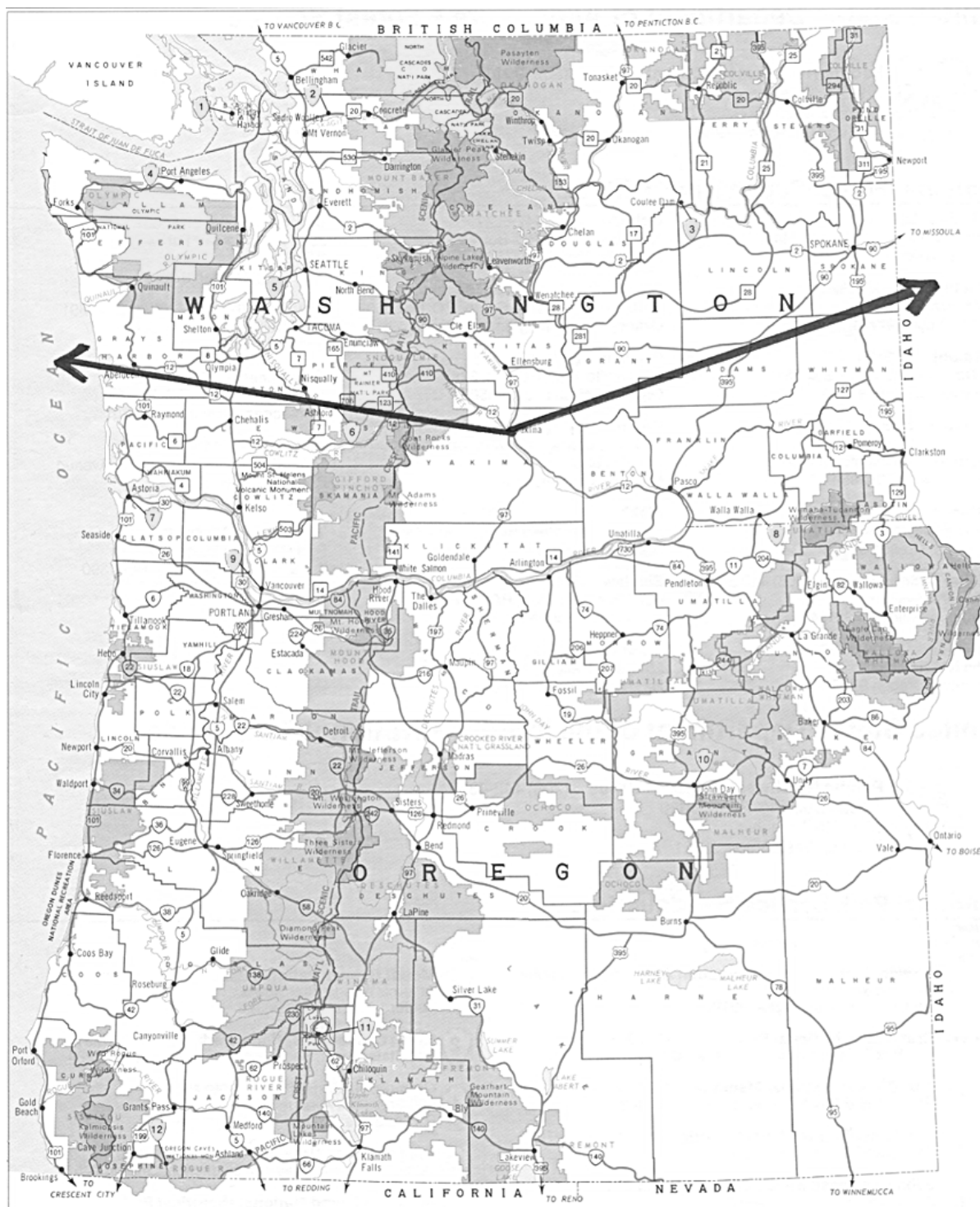


EXHIBIT 14)

28.14

SMOKEJUMPER INITIAL ATTACK RESOURCE ORDER

INCIDENT/PROJECT ORDER NUMBER	RESOURCE ORDER SMOKEJUMPER IA		Initial Date/Time		2. Incident/Project Name				3. Incident/Project Order Number				4. Office Reference Number														
	3. Description Location/Response Area					5. Size Tm Rtg Base MDM				6. Incident Base/Phone Number				9. Jurisdiction/Agency													
						7. Map Reference																					
	11. Aircraft Information					Lat.				Long.				10. Ordering Office													
						Bearing		Distance		Base or Chnl		Air Contact						Frequency		Ground Contact		Frequency					
														Reload Base		Other Aircraft/Hazards											
12. Request Number		Ordered Date/Time		From/To		QTY		Resources Requested		Needed Date/Time		Deliver To		To/From		Time		Agency ID		Resource Assigned		ETD/ETA		Released Date To		Time ETA	
13. ESTIMATED SIZE				14. POSITION ON SLOPE				TIME CALLED		PLANE NO.		FLDT		EQUIPMENT DROPPED													
15. ISOLATED FIRE? IDENTIFY OTHERS WITHIN 2 MILES: Distance _____ Direction _____ Distance _____ Direction _____				PLANE LOADED		TWR CUT		TIME OFF		APPROX FIRE		COMPLETE DROP		TIME IN		Item		Serial No.		Miscellaneous							
																Route											
16. LANDMARKS IN RELATION TO FIRE: Landmark Bearing Distance				SMOKEJUMPER DROPPED		CHUTE NUMBER		Back		Chute		Power Saw															
												X-Cut Saw															
17. WILL FOLLOW-UP BE DISPATCHED TO FIRE? Type Number ETA				(1)								First Aid Kit															
												Pump															
18. ROUTE AND METHOD OF TRAVEL FROM FIRE:				(2)										Trauma Kit													
19. LEAVE JUMPER GEAR:				(3)												FIRE LOCATION CORRECTED		FOREST NOTIFIED									
20. SPECIAL INSTRUCTIONS OR INFORMATION:				(4)												(1/4) (SEC) (TWN) (RNG)		TIME DATE									
				(5)																							
				(6)																							
				(7)																							
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R1-FS-5700-3a (4/84)

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28.14 SMOKEJUMPER INITIAL ATTACK RESOURCE ORDER (INSTRUCTIONS)

INSTRUCTIONS FOR SMOKEJUMPER REQUEST FORM

When submitting an "initial attack" request for jumpers, utilize the Smokejumper Initial Attack Resource Order, R1-FS-5700-3a (4/89). The information requested on the Smokejumper Initial Attack Resource Order form is critical to facilitate timely and efficient smokejumper response to an incident. Although each block supplies helpful and important information, blocks 1-14 are needed, as a minimum. Accurate, complete requests assist in a timely response.

Blocks 1-11 are standard resource order format to include aircraft information necessary for the smokejumper aircraft responding.

BLOCK 12 Request Number will simply be "IA" representing initial attack. The "quantity" will be 2+ or the desired number of jumpers. If the requesting Official specifically wants only a "2-manner", please advise. "2+" indicates to the dispatcher that number of jumpers needed is the spotter's discretion. **"Needed date and time"** - response time will vary according to aircraft type and availability. **"Deliver to" - "the fire"**

BLOCK 13 Estimated size - may be represented by "spot", tenths of an acre, or range of acres (1-2 acres, 2-5 acres).

BLOCK 14 Position will generally be "top third", "middle third" or "bottom third".

BLOCK 15 Indicate if isolated, if not isolated list other fire(s) distance from the fire desired to be jumped. Indicate in either nautical or statute miles and the direction from the fire desired to be jumped (N, SW, NE, etc.) or in bearing (182 degrees, 20 degrees, etc.)

BLOCK 16 List major landmarks to aid in navigation, indicate direction or bearing in degrees to the fire from the landmark and the distance in miles.

BLOCK 17 Will other forces be traveling to the fire site to assist in suppression/mop-up efforts? What kind of follow-up will it be, how many will there be, what is their ETA?

BLOCK 18: What is the plan for retrieval of the smokejumpers and their gear (walk out, pack out, etc.) and what will be their route of travel (this can be discussed with the spotter after the drop is completed).

BLOCK 19 Indicate whether jump gear will be left, or packed out.

BLOCK 20 Special concerns - wilderness area, hazards (rocks snags, steep slopes).

(EXHIBIT 15)

28.15 FACTORS TO BE CONSIDERED IN ORDERING NATIONAL/AREA TEAMS
OR REPLACING AN AREA TEAM WITH A NATIONAL TEAM

This analysis is based on PREDICTIONS FOR THE NEXT BURNING PERIOD

To use the chart, analyze each secondary element under the listed primary factors, and check the response column. Decision for Team Type should be based on the number of "yes" answers under the primary factors (some factors should carry more weight than others. Incident Host Unit, in concert with responsible Line Officer/Manager, should make decision). As a rule of thumb, if the majority of the seven primary factors does not have two or more secondary elements responding "yes", the complexity is that of a Area Team.

I. SAFETY

YES**NO**

A. Both fixed wing (including retardant aircraft) and rotary wing involved. Five (5) or more aircraft working the Incident.

 / / /

B. More than one fuel type involved.

 / / /

C. Fine fuel moisture 6 percent or below.

 / /

 /

D. Wind above 20 mph or predicted to be.

 / / /

E. Topography steep and rugged.

 / / /

F. Extended exposure to risk or unusually hazardous line conditions.

 / / /

G. Serious accident or fatality has occurred.

 / / /

II. MULTIPLE OWNERSHIP

A. Incident involves more than two responsible protection agency areas or primarily on private land.

 / / /

B. Potential for numerous and/or complex claims.

 / /

 /

C. Unified or Multi-Agency Command

 / /

 /

(in effect/anticipated)

III. PERSONNEL AND OTHER RESOURCES COMMITTED

A. Over 500 personnel assigned to the Incident.

 / /

 /

B. Multi-agency support resources involved, i.e., local fire department, military, etc.

 / / /

C. Other emergency situations exist,

 / /

 /

i.e., hazardous spill

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IV.	<u>FIRE BEHAVIOR/FIREFIGHTING COMPLEXITY</u>	<u>YES</u>	<u>NO</u>
	A. 1,000-hour fuels below 12 Eastside and 17 Westside.	/ /	/ /
	B. Crowning and long-range spotting or fire whirls observed. Vigorous burning at night.	/ /	/ /
	C. Duration uncontrolled - 2 or more burning periods.	/ /	/ /
	D. Severe or extreme variable topography.	/ /	/ /
	E. Accessibility difficult.	/ /	/ /
	F. Multiple spike/camps, "coyote tactics" potential	/ /	/ /
	G. Complex communication system required.	/ /	/ /
	H. Complex strategy/tactics involved.	/ /	/ /
	I. Three or more Divisions necessary.	/ /	/ /
V.	<u>IMPROVEMENTS THREATENED</u>		
	A. Dwellings or sensitive improvements threatened.	/ /	/ /
	B. Environmental/Cultural resources threatened.	/ /	/ /
	C. Incident has potential to impact access routes or public facilities.	/ /	/ /
	D. Public or private utilities threatened.	/ /	/ /
VI.	<u>POLITICAL PROBLEMS</u>		
	A. Controversial Fire Policy (current or historical)	/ /	/ /
	B. Wilderness Area (burning into/outside of).	/ /	/ /
	G. Special Management Area (Species Habitat, etc.).	/ /	/ /
	C. Special interest groups, media, political interest high	/ /	/ /
	D. Air Quality Concerns	/ /	/ /
	E. Local political scene potential problems	/ /	/ /
	F. Cultural resources threatened	/ /	/ /
VII.	<u>OTHER SPECIAL CONSIDERATIONS</u>		
	Local Unit Management Capability/Other Major Issues	/ /	/ /

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(EXHIBIT 16)

28.16 DELEGATION OF AUTHORITY AND TEAM BRIEFING

GUIDELINES FOR ORDERLY TRANSFER OF RESPONSIBILITY TO/FROM INCIDENT MANAGEMENT TEAMS

INCIDENT NAME: _____

INCIDENT UNIT: _____

INCIDENT TEAM ASSIGNED: _____ DATE: _____

The following are guidelines for Area (Type 2) and National (Type 1) Incident Management Teams (IMT) for the orderly transfer of fire suppression responsibilities. The guidelines are for the assumption and/or release of Incident Management Team(s) to an initial assignment or as relief to a team on an existing assignment. It is also a checklist of information and support the receiving Incident Unit needs to provide. Some information will be in writing and some will be verbal.

I. INCIDENT MANAGEMENT TEAM ASSUMPTION OF INCIDENT AND DELEGATION OF AUTHORITY

- A. The assumption of an Incident by an Incident Management Team must be as smooth and orderly as possible. The Local Unit IMT will remain in charge until officially released.
- B. Ordering Unit should specify expected time of arrival, and expected time of take-over by the IMT.
- C. The IMT Incident Commander should contact the local Unit in advance and arrange for:
 - 1. Necessary support staff.
 - 2. Location of Line Officer/Manager briefing.
 - 3. Transportation needs of IMT.
 - 4. IC Should contact ordering Unit Head (Forest Supervisor, District Manager, Superintendent, etc.) or designated Acting immediately upon assignment to an incident.
- D. The ordering Unit should accomplish the following prior to the arrival of the Incident Management Team:
 - 1. Determine Incident Base Camp location.
 - 2. Order incident camp, supplies, and initial basic support organization for the incident.
 - 3. Order and reproduce ample supply of topography maps, base maps, etc.
 - 4. Determine transportation needs of Incident Team (from point of arrival to briefing location, to incident and during assignment).
 - 5. Determine Line Officer/Manager briefing time and location.

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6. Obtain necessary information for Line Officer/Manager briefing (see below).
 7. Order communication cache.
- E. There should be two briefings conducted with the Incident Management Team. First briefing should be with Line Officer/Manager at a site away from the incident. Second briefing should be with the current Incident Commander at the Incident Site. Transition period will depend upon complexity and/or other considerations.
- F. Line Officer/Manager Briefing - should be as soon as possible after arrival of all members of the IMT. Incident Host Unit should supplement briefing with local information. It is impossible to list everything a team needs to know. The following are the most critical elements which should be discussed utilizing maps and other materials:

1. GENERAL.

- a. Incident Name: _____
- b. Approximate Size: _____ / _____
Acres Date/ Time
- c. Location: _____
- d. Date of Start/Escapes: _____
- e. Current IC (if applicable): _____
- f. Overhead and other Suppression resources currently on incident.

2. FIRE BEHAVIOR CONSIDERATIONS.

- a. Current Weather Conditions: _____

- b. Forecast Weather: _____

- c. Fuel Types at Fire: _____

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- d. Ahead of Fire: _____

- e. Topography (Use Map): _____

- f. Anchor Points: _____

- g. Line Held: _____

- h. Natural Barriers: _____

- i. Fire Behavior: _____

- j. Fire History in Area of Incident: _____

3. SUPPRESSION CONSIDERATIONS ESTABLISHED THROUGH AND FOR THE EFSA DEVELOPMENT.

- a. Priorities: _____

- b. Environmental Constraints: _____

- c. Utility Corridors: _____

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- d. Suppression Policy: _____
- e. Air Operations:
- 1) Air Tactical Group Supervisor: _____
- Airport: _____ Phone: _____
- 2) Air Tankers Essential: _____
- 3) Air Tankers Assigned: _____
- 4) Effectiveness to Date: _____
- f. Helicopters Essential: _____
- 1) Helicopters Assigned: _____
- _____
- 2) Effectiveness to Date: _____
- _____
- 3) Hazards: _____
- _____
- g. Air Space Restrictions: _____
- _____
- _____
- h. Airports, Heliports, Helispots (Use Map): _____
- _____

4. **ENVIRONMENTAL, SOCIAL, POLITICAL, ECONOMIC CONSIDERATIONS.**

- a. Environmental: _____
- _____
- _____

Environmental Specialist's Name

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(Note: The Environmental Specialist should be a person who is familiar with the incidents' local area)

- b. Social: _____

—
- c. Political: _____

- d. Economic: _____

- e. Values at Risk (Life, Water, Timber, Grazing, Wildlife, Livestock, Soil, Improvements, History, Air, Landownership, Recreation, Equipment):

- f. Budget Limitations/Constraints: _____

5. LOGISTICS CONSIDERATIONS.

- a. Incident Base Location: _____

- b. Camp Sites: _____

- c. Established: _____

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- d. Possible: _____

- e. Spike Camps: _____

- f. Security Considerations: _____

- g. Transportation Routes: _____

- h. Access(Including Camp to Line): _____

- i. Water Availability: _____
- j. Resources Ordered (General): _____

- k. No. Personnel Currently on Incident: _____
On Order: _____
- l. Equipment Currently on Incident: _____
On Order: _____
- m. Equipment Restrictions: _____

- n. Supply System to be Used (local supply, cache, etc.):
- o. Communications:

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1) Radio: _____

2) Telephone: _____

3) Mobile Phone: _____

4) Electronic/Computers: _____

5) Copy Machine in Camp :Yes ____ No ____ On Order _____

p. Expanded dispatch:

1) Procurement arrangements: _____

2) Agreements: _____

3) Contracting Officer Assigned: _____

4) Pay Rules Peculiar to Unit/Area: _____

q. Infrared status: _____

Photos: Yes ____ No ____

6. INCIDENT MANAGEMENT DIRECTION AND CONSIDERATIONS.

a. Escaped Fire Situation Analysis:

b. Delegation of Authority:

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- c. Line Officer/Manager Representative:
- d. Other Agencies Involved in Incident: _____

- e. Agency Liaison: _____

- f. Incident Business Advisor: _____
- g. Resource Advisor: _____
- h. Local Fire Policy: _____

- i. Suppression Priorities: _____

- j. Review of existing plans for control currently in effect:

- k. Incident Unit Manager/Incident Commander contact:
Time: _____

Process: _____
- l. News Media and Incident Information Management:
IIO Organization: _____
Report to IC: _____
Report to Line Officer/Manager: _____
- m. Overhead Training Considerations: _____

- n. Known Local Safety Hazards: _____

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-
-
- o. Land Status (Past/Probable): _____
-
- p. Interagency/Private Property Considerations (Costs, etc):
-
- q. Special Protection Area (Archeological, Habitat, etc):
-
-
- r. Legal Considerations (Investigation in Progress, etc):
-
-
- s. Mop-up standards: _____
- t. Rehabilitation Policies/Considerations: _____
-
-
- u. Initial Attack Responsibility: _____
-
-
- v. Support to Other Incidents: _____
-
-
- w. Disposition of Incident Unit Resources on the Incident:
-

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- x. Demobilization Considerations: _____

- y. Close Out and Debriefing: _____
- z. Distribute Support Documents
- 1) EFSA: _____
 - 2) Letter/Delegation of Authority: _____
 - 3) Maps, Photos: _____
 - 4) Fire Management Plan: _____

 - 5) Weather Forecast: _____

 - 6) Special Protection Area Documents: _____

 - 7) Phone Directory, Electronic Mail Addresses: _____

 - 8) Agreements: _____

 - 9) Interagency: _____

 - 10) Procurement: _____

 - 11) Other: _____

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aa. Human Welfare:

1) Safety: _____

2) Health: _____

3) Civil Rights: _____

bb. Closest Medical Facilities: _____

cc. Closest Burn Center: _____

dd. Medivac Arrangements: _____

ee. Camp Fire Protection: _____

ff. Crash Fire Protection at Heliports:

gg. Physical Condition of Out-going Incident Management Team:

hh. Physical Condition of Personnel Currently on Incident:

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II. RELEASE OF AN INCIDENT MANAGEMENT TEAM (IMT)

A. Release of an Incident Management Team is basically the reverse of the assumption/release guidelines.

Date and time of release must be approved by Line Officer/Manager or their representative. The transition must be as smooth as possible and Local Unit incident overhead should be assigned and begin transitioning with the IMT members at the predetermined time.

B. IMT should start phasing-in Local Unit incident overhead as soon as demobilization begins.

C. IMT should not be released from the incident until:

1. Incident management activity is at a level and workload that the incident Unit organization can reasonably assume.

- a. Incident must be declared controlled.
- b. Most all personnel are released that are not essential for patrol and mop-up operations.
- c. Incident camps shut down, reduced, or operating at a level to support the operation.
- d. Planning Section Chief has prepared a rough copy of Incident Fire Report and narrative.
- e. Finance Section Chief should have most known finance issues resolved. Contact made with Local Unit budget and financial personnel.
- f. Resource rehabilitation work completed or accomplished to Line Officer's/Manager's approval.
- g. Overhead ratings completed.

2. Finance and Logistic Section Chiefs may have to remain on Incident Unit to resolve discrepancies.

D. IMT should have closed debriefing session prior to meeting with Line Officer/Manager.

E. Line Officer/Manager and Unit Evaluation Team (if assigned) should debrief IMT and prepare evaluation as soon as possible after release. Items to cover:

1. Incident Unit should give IMT written performance evaluation.
2. Were objectives met? (See approved EFSA)
3. Safety Issues?
4. Costs?
5. Outstanding or poor performance of individuals and crews.

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II TRANSITION WITHOUT A FORMAL BRIEFING

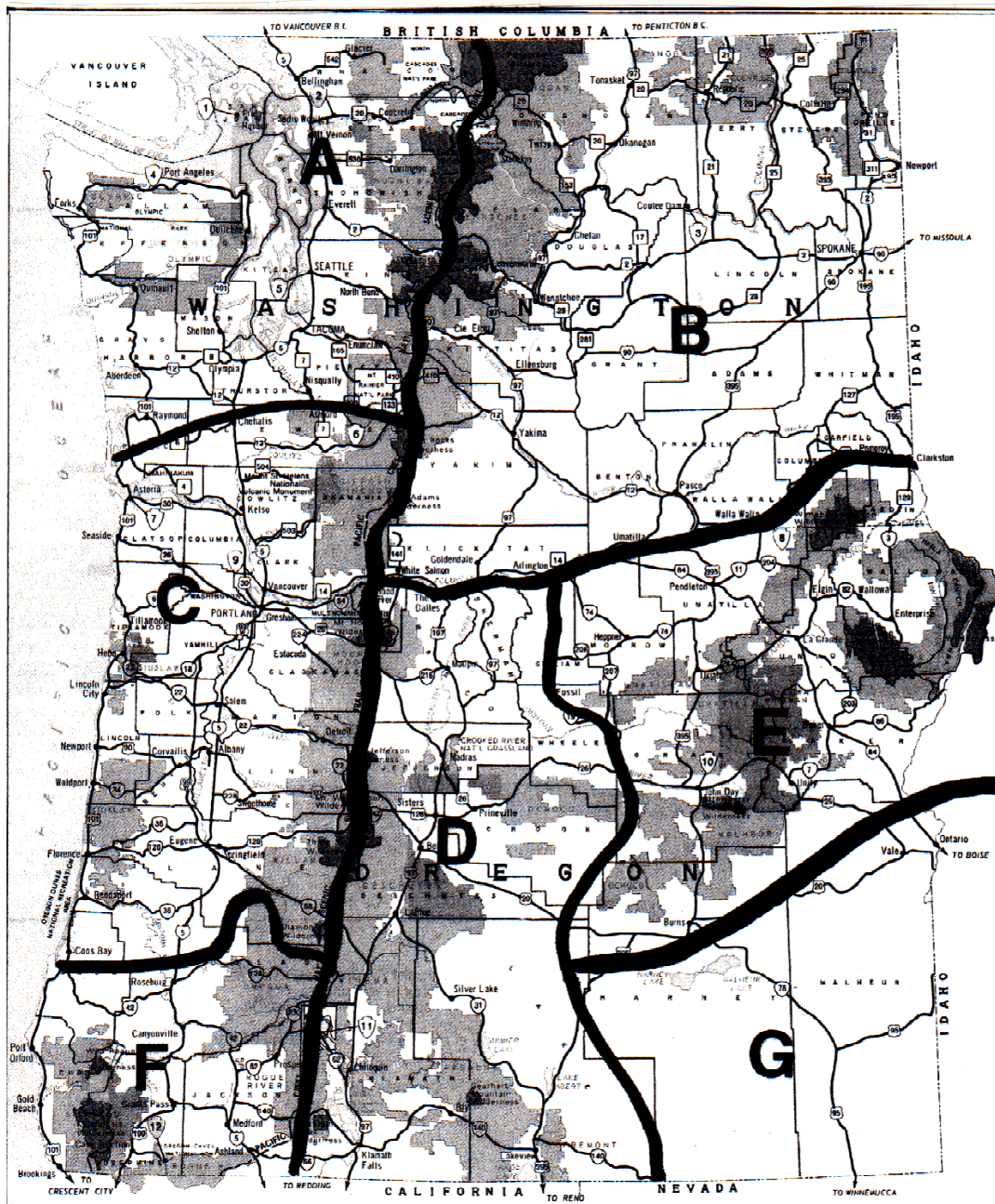
Should an IMT be assigned to an incident and the above, or portions of the above, procedures cannot be followed due to emergency conditions or other issues, the assigned team Incident Commander and staff will work with members of the Incident Unit in obtaining the necessary information to make the transition period organized and effective.

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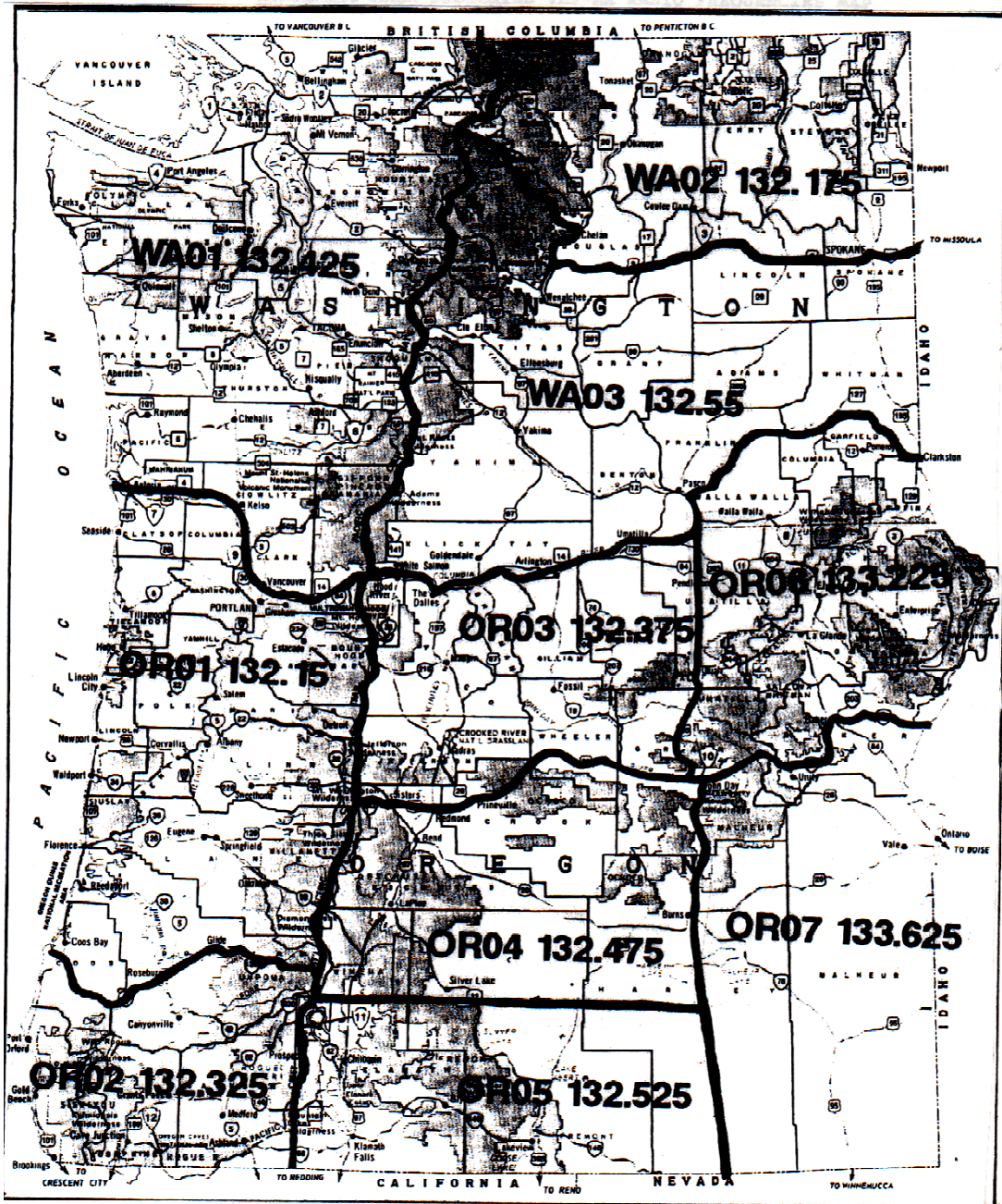
(EXHIBIT 17)

28.17

NORTHWEST PREPAREDNESS AREA MAP



28.18 NORTHWEST AREA DEDICATED VHF-AM RADIO FREQUENCIES MAP



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(EXHIBIT 19)

28.19 R-6 CACHE ORDER FORM - R6-FS-5160-50

USDA - Forest Service			CACHE ORDER			R6-FS-5160-50 (4/94)		
RESOURCE ORDER (EQUIPMENT/SUPPLY)			2. INCIDENT/PROJECT NAME & MGMT CODE			3. INCIDENT/PROJECT ORDER NO		
4. OFFICE REFERENCE NO. (N/A)			5. DESCRIPTIVE LOCATION/RESPONSE AREA					
6. SEC.	TWN	RNG	BASE MDM		7. MAP REFERENCE		8. INCIDENT BASE PHONE NUMBER	
9. JURISDICTION/AGENCY						10. ORDERING OFFICE		
PP			PP PERSON ORDERING/DELIVERING:					
Date:			PP PERSON RECEIVING ORDER:					
Time:								
ORDERING FOREST OR AGENCY'S PHONE NO:						IN ORDER OUT ORDER		
** DELIVER TO:						** DESIRED DELIVERY		
						DATE: TIME:		
						** SPECIAL INSTRUCTIONS		

BX 12									
NFES	E/S#	ITEMS ORDERED	ORD	SHP	NFES	E/S#	ITEMS ORDERED	ORD	SHP
1396	S-	ADZE HOE 10/cs			1031	S-	KIT, SIGN'S (ICS)		
0021	S-	BAG, LNER GRBGE 125cs			6075	S-	KIT, CRDT CRD, CAMP		
0022	S-	BAG, SLEEPING, CLOTH			0744	S-	PACKSACK, W/STRAPS		
1062	S-	BAG, SLEEPING, PAPER			1081	S-	NOZZLE 1" (KK-TYPE)		
0030	S-	BATTERY, DBL.AA 24/PG			0024	S-	NOZZLE 1" (FORESTER)		
0033	S-	BATTERY D CELL 12/PG			0341	S-	OIL 2-CYCLE (quart)		
0085	S-	CAN, 1 GAL., DOT - 17E			0651	S-	OIL 4-CYCLE (quart)		
1175	S-	CAN, 5 GAL.JF W/O SPT			1566	S-	PADS, MATTRESS, 50cs		
1343	S-	CAN, GARBAGE, W/O LID			0146	S-	PULASKI, W.SHTH, 10cs		
0038	S-	CANTEEN, 1-qt. DISP.			1149	S-	PUMP, BCKPACK, OTFT		
1063	S-	CANTEEN, 4-qt. NON-DISP.			1842	S-	FOOD MEALS (MRE'S)		
2058	S-	CONTAINER, 5-GL. PLSTC			0010	S-	REDUCER, 1 1/2" x 1"		
0060	S-	FILE, 10" MILL 12/cs			0733	S-	REDUCER, 1" x 3/4"		
0345	S-	FILE, CHNSW, 7/32, 12cs			0705	S-	REPELLANT, INSECT		
0070	S-	FLY, TENT, PLSTC, 16x24			0144	S-	SHEETNG, BLCK PLSTC		
0105	S-	FUSEE, HAND HELD, 72cs			0169	S-	SHELTER, FIRE W/CASE		
1186	S-	GLOVES, WORKER SMALL			0577	S-	SHIRT, FIRE SMALL		
1187	S-	GLOVES, WORKER MEDIUM			0578	S-	SHIRT, FIRE MEDIUM		
1188	S-	GLOVES, WORKER LARGE			0579	S-	SHIRT, FIRE LARGE		
1189	S-	GLOVES, WORKER X-LRG			0580	S-	SHIRT, FIRE X-LRGE		
0300	S-	GOGGLES, ANTI-FOG			0171	S-	SHOVEL 10cs		
0110	S-	HEADLAMP, W/OUT, BAT.			1835	S-	KIT, 1ST AID STAT 200+		
0964	S-	HOSE, 1-1/2" x 50'			1760	S-	STAT, MEDICAL 100 PR		
0965	S-	HOSE, 1"x 50'			0668	S-	TANK, SLNG, 1800 GL		
0966	S-	HOSE, 1"x 100'			0661	S-	TANK, FOL-DA 1000 GL		
0967	S-	HOSE, 1 1/2" x 100'			0664	S-	TANK, FOL-DA 1500 GL		
0340	S-	KIT, CHAINSAW			6045	S-	TEE, HOSE, W/BLRCK		
0480	S-	KIT, COFFEE			0241	S-	TORCH, DRP, 1 1/4 GAL		
2069	S-	KIT, BASE UNIT (VAN)			1038	S-	TOWEL, BATH, DISP		
0067	S-	KIT, FIRSTAID, POCKET				S-	JEANS, 26 X		
1143	S-	KIT, FIRSTAID, 10PR BL				S-	JEANS, 28 X		
0520	S-	KIT, HELICOPTER SUPPRT				S-	JEANS, 30 X		
0730	S-	KIT, MOP-UP, 6-PERSON				S-	JEANS, 32 X		
0870	S-	KIT, PUMP, MARK III				S-	JEANS, 34 X		
6041	S-	KIT, PUMP VOL, W/ACC				S-	JEANS, 36 X		
6043	S-	KIT, HOSE ROLLER, GAS				S-	JEANS, 28 X		
1030	S-	KIT, TOOL SHARPEN ELC				S-	JEANS, 40 X		
0390	S-	KIT, FINANCE SECTION			0259	S-	VLVE, WYE, GTD 1"		
0800	S-	KIT, PLANNING SECTION			0231	S-	VLVE, WYE, GTD 1 1/2"		
0910	S-	KIT, LOGISTICS			1016	S-	HOSE, GRDN 5/8"X50"		

Items not available are marked with an *

17. TOTAL WT		18. TRL. NO.		19. SEAL NO.	
20. CHECKED BY		21. DRIVER		22. DATE OUT	
24. RECEIVED BY		25. DATE RECEIVED		23. TIME OUT	
				26. TIME	

(EXHIBIT 20)

[illegible]